



KENTUCKY COMPOST OPERATOR CERTIFICATION MANUAL

Kentucky Department of Environmental Protection

Division of Compliance Assistance

300 Fair Oaks Lane • Frankfort, KY 40601

Phone: 502.564.0323 • **800.926.8111** • Fax: 502.564.9720

Email: envhelp@ky.gov • Website: dca.ky.gov

Revised February 12, 2012

Certification and Licensing Program

Mission

Promote responsible environmental stewardship.

Goal

Provide operators with the basic knowledge required to manage drinking water, wastewater and solid waste systems.

The Division of Compliance Assistance offers free compliance assistance. Our services are available to all individuals, communities and businesses regulated by the Kentucky Department for Environmental Protection. We want to help you succeed!

Hotline and Website for regulatory, technical or operational concerns
800-926-8111
dca.ky.gov

Other programs administered by the Division of Compliance Assistance:

Kentucky Excel Program
Kentucky Brownfield Program
Kentucky Environmental Compliance Assistance Program

Disclaimer

All reasonable precautions have been taken in the preparation of this document, including both technical and non-technical proofing. The Kentucky Division of Compliance Assistance and all staff assume no responsibility for any errors or omissions. Should the summarized information in this document be inconsistent with a governing rule or statute, the language of the rule or statute shall prevail. Reference herein to any specific commercial products, process, or service by trade name, trademark, manufacturer, or otherwise, does not necessarily constitute or imply its endorsement, recommendation, or favoring by the Kentucky Division of Compliance Assistance.

TABLE OF CONTENTS

CHAPTER 1: COMPOSTING IN KENTUCKY	3
CHAPTER 2: ESSENTIAL COMPONENTS OF COMPOSTING	15
CHAPTER 3: COMPOSTING METHODS & PROCEDURES	31
CHAPTER 4: MONITORING, RECORDKEEPING & MARKETING	61
CHAPTER 5: FACILITY SITING, SAFETY AND TROUBLE SHOOTING	71
CHAPTER 6: PERMITTING PROCESS	95
APPENDIX A: CONTACTS BY TOPIC	103
APPENDIX B: GLOSSARY	107
APPENDIX C: OPERATOR CERTIFICATION REGULATIONS	113
APPENDIX D: GROUNDWATER PROTECTION PLANS	124

Chapter 1: COMPOSTING IN KENTUCKY

Chapter 1 Learning Objectives

1. Explain the necessity of waste disposal.
2. Understand the definitions for different types of waste.
3. Comprehend Kentucky's regulations and statutes related to composting.
4. Understand and be able to apply the Kentucky regulations relating to the certification requirements for solid waste operator.

Introduction to Waste Disposal

Some method of waste disposal has been a necessity throughout mankind's existence. However, in earlier ages, because of lower population over the earth's surface, nature was able to recycle mankind's waste, rendering it into reusable material and nutrients for plant growth. With the advent of industrial society and concentration of populations in cities and towns, along with the increased production of paper and packaging materials, mankind has created a solid waste disposal problem. Alternatives and new ideas for solid waste treatment and disposal must be considered.

In general, three to five pounds of solid waste are generated nationally per capita per day. In Kentucky, it has been estimated that residential and commercial waste generated is 4.67 pounds per capita per day. A community with a population of 40,000 would generate over 93 tons of waste per day or 34,000 tons per year. Each county in Kentucky has developed a solid waste management plan with the goal of reducing by 25% the amount of solid waste annually going to landfills. Composting is one important means to achieve this goal for wastes that are naturally biodegradable.

A. Waste Definitions

In general, waste includes (a) hazardous waste, (b) special waste, and (c) solid waste. Hazardous waste is not suitable for composting. "Special waste" includes sludge from both water treatment and wastewater treatment facilities as well as a few other waste streams. "Solid waste" includes municipal solid waste and industrial solid waste. "Municipal solid waste" includes household and commercial (restaurant, office, warehouse) solid waste. Any reference to special waste in this manual will refer only to sludge. However, all appropriate definitions are included in the Glossary.

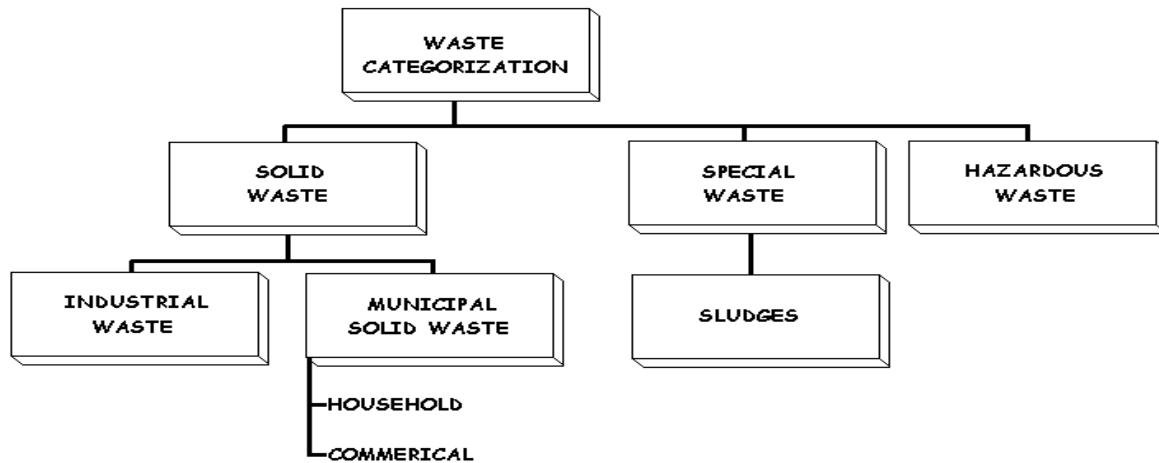


Figure 1-1 Waste Categorization

B. Regulatory Overview

Kentucky Revised Statute 224.43-010 states that it is the policy of the Commonwealth to provide for the management of solid waste, including reduction, collection, transportation, beneficial reuse, and disposal, in a manner that will protect public health and welfare, prevent the spread of disease and creation of nuisances, conserve our natural resources, and enhance the beauty and quality of our environment. The Commonwealth further has as its policy the reduction of solid waste disposed through reuse, waste recycling or yard waste composting, and resource recovery. Kentucky Revised Statutes 224 requires the Energy and Environment Cabinet to adopt regulations for the handling of solid waste. The regulations and requirements of the general design and operation of landfarming and composting facilities are set forth in 401 KAR 48:200 and 401 KAR 45:100.

C. Compost Operator Certification

The Division of Compliance Assistance (DCA) is responsible for the certification of composting operators. DCA will provide at least one scheduled training session each year.

Why should I become a certified operator?

Yard trimmings and food residuals together constitute 27 percent of the US municipal solid waste stream. That's a lot of waste to send to landfills when it could become useful and environmentally beneficial compost instead!

Composting offers the obvious benefits of resource efficiency and creating a useful product from organic waste that would otherwise have been land filled. Only operators that are certified by the Kentucky Certification and Licensing Branch can be in responsible charge of a composting facility.

Working in this industry can be extremely rewarding as you will be providing a service to your community. It takes knowledgeable, conscientious people to address the broad array of concepts critical to successfully managing composting programs.

Certification Process

Certification is obtained by meeting minimum education and experience requirements, submitting the appropriate forms and fee and by passing the certification examination with at least a 70%. No person shall be eligible for examination for certification unless that person completes the appropriate training course provided by the cabinet, unless an alternative training program is accepted by the cabinet in accordance with [401 KAR 45:090](#).

Regulatory Education and Experience

[401 KAR 45:090](#) requires that an individual seeking composting certification shall have a High School Diploma or GED and One (1) year of acceptable operation of a landfarming or composting facility.

If an applicant does not meet the education and experience requirements, the cabinet may consider substitutions. Information related to the substitutions or interim operators can be located in [401 KAR 45:090](#).

Certification Renewal or Maintenance

A certification shall be issued for a period of five (5) years at the end of which the certification shall expire, unless revoked. Renewal procedures and requirements shall be the same as those for a new certification. Certificates shall be prominently displayed at the facility office and the certified operator shall be able to present their wallet card and/or certificate during an inspection.

Operator Ethics – Standards of Professional Conduct for Certified Operators

In order to safeguard the life, health, and welfare of the public and the environment and to establish and maintain a high standard of integrity in the certified operator profession, standards of professional conduct apply to persons certified in accordance with [401 KAR 45:090](#). The cabinet may revoke the certification of an operator if it is determined that the operator:

- (a) Has practiced fraud or deception;
- (b) Has failed to perform his duties as required by [401 KAR 45:090](#);
- (c) Has failed to use reasonable care and judgment in performance of his duties under [401 KAR 45:090](#); or
- (d) Has knowingly or willfully violated the requirements of [401 KAR 45:090](#).

Individuals who have had their certification revoked shall be ineligible for future recertification.

Components of Solid Waste

Municipal solid waste can be divided into two categories: one that cannot be composted (residuals) and one that can be composted (biodegradable).

Non-compostable waste includes items such as metals, glass, and most plastics. Typically, these materials may make up around thirty percent of a community's waste stream. Much of this material can be marketed through recycling programs and represents a significant potential reduction in waste going to landfills. Compostable wastes, then, make up around seventy percent of the municipal solid waste stream. Fourteen percent of the total is food waste, and thirteen percent is yard waste.

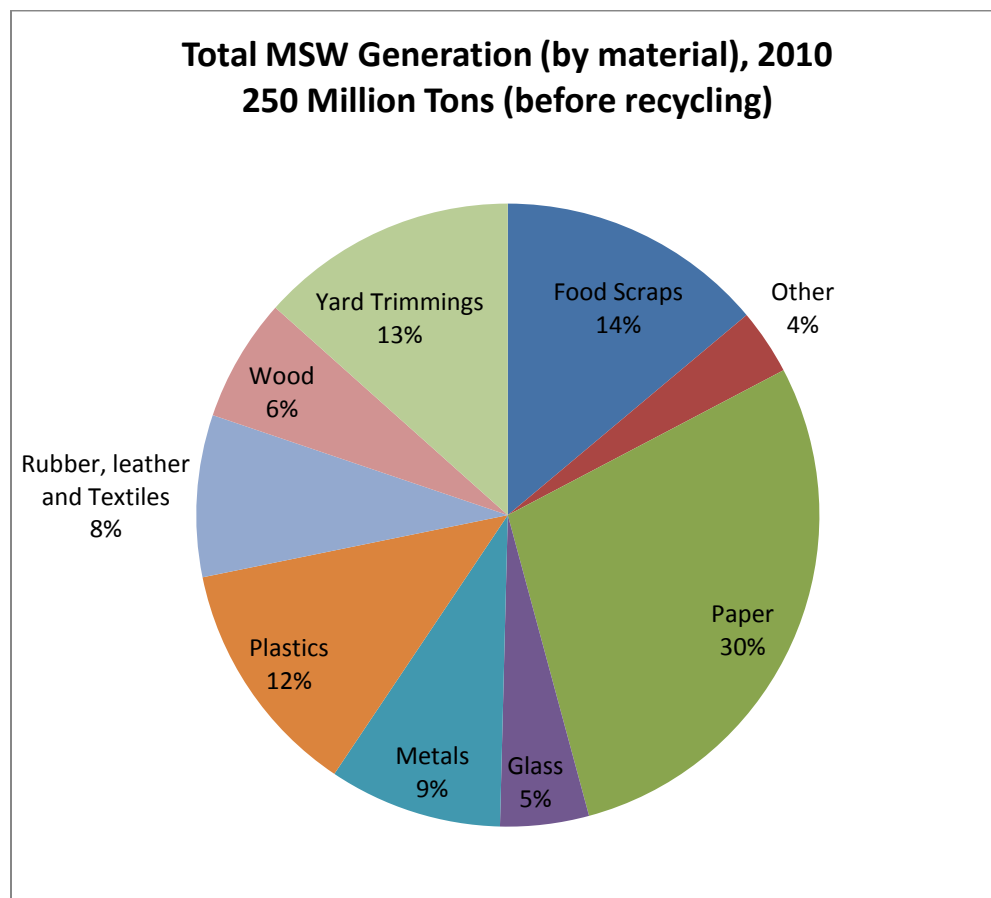


Figure 1-2 Source: U.S.EPA, Municipal Solid Waste Generation, Recycling, and Disposal in the United States: Facts and Figures for 2010.

Compostable wastes include all items that will rot, decay, or readily decompose. In general, this waste is organic in nature (i.e., remains of once living plants or animals). Paper and yard waste, which includes grass clippings, leaves, limbs, branches, and other wood products, usually make up the bulk of compostable material. With proper management, these organic materials can be diverted from the waste mainstream and converted into compost. Special waste such as sludge from wastewater treatment facilities is also generally compostable. However, the inclusion of sludge with other municipal solid waste requires greater composting management skills and is subject to different permitting requirements.

Often materials from industry and manufacturing plants contain a sizable portion of organic components that can be composted. While these sources may not be included in municipal planning estimates, they can represent a significant source of materials for a compost operation. Like waste from municipalities, they should be adequately sorted before arriving at the compost facility. If questions arise about waste quality or elemental content, analysis of the materials should be conducted before composting.

Why Compost?

By Kentucky statute, composting is defined as the biological decomposition of organic solid waste under controlled aerobic conditions. Composting is an important option for waste disposal since reuse, in the form of compost, is the result. Since as much as seventy percent of the waste stream may be compostable, this option can significantly reduce the amount of waste going to landfills. Thus, composting is one viable aspect of waste management with positive environmental results.

Compost (the product) may be used as mulch, soil amendment or as a minor source of nutrient addition. The use of compost as mulch may be the largest single use and it has many benefits. Placing the compost around shrubs, trees, flowers, and garden plants as mulch

provides a means of reducing runoff through higher percolation and higher water holding or water retention capacities. By increasing water infiltration and retention in the soil, erosion is reduced. Eroded soil is the number one pollutant in waters in Kentucky and in the nation. In addition, mulch also reduces the amount of water evaporation by restricting the amount of sunlight reaching the soil thus cooling the soil surface. This cooler soil surface reduces the evaporative rate and loss of water resulting in less frequent watering. During times of extended drought or high temperatures, the mulch may even prevent plant death. A layer of organic mulch will also reduce competition from weed growth.

Compost may also be incorporated into the soil as an amendment. Mixing compost into the soil increases pore space allowing increased water permeability and aeration. Both result in an enhanced environment for plant root growth. As incorporated material continues to undergo further decomposition, the fertility of the soil may be enhanced. However, most organic waste does not have large quantities of nutrients, but compost does have the advantage of releasing nutrients slowly. Compost has also been shown to suppress common plant diseases such as *Fusarium* and *Phytophthora*. In general, compost produced from green materials like yard clippings is dominated by bacteria and more suitable for amending garden soils. Compost produced from brown, woody materials is high in fungi and therefore more suitable for placement around shrubs and trees. For more on this, the book *Teaming with Microbes* is a great resource.

Composting also preserves landfill space for wastes that cannot be recycled or easily biodegraded. The elimination of yard waste from the landfill may reduce the municipal waste stream by as much as 13 percent. Many communities understand this opportunity and have banned leaves and grass clippings from landfills. Yard waste is probably the most easily compostable material and the most logical waste for communities to initially divert

from landfills. As yard waste and other materials are diverted from landfills to composting, tipping fees are often reduced for those materials. Transportation costs may also be reduced, depending on site location.

Composting operations may require “start-up” funding for land, operation or equipment. Profitable private operations require a “tipping fee” on the front end as well as sales revenues generated on the end product. In most instances, if fees allotted for composting approach fifty percent of the tipping fees for landfills, the composting operation will likely be financially successful. As the level of sophistication of composting increases, from windrow to static pile to in-vessel, costs increase as do required management skills. The up-front “tipping fee” needs to cover the operational costs of the composting method.

Study Questions – Chapter 1

1. _____ pounds of solid waste is generated nationally per capita per day.
 - a. 1 to 2
 - b. 3 to 5
 - c. 7 to 10
 - d. 12 to 15
2. Solid waste includes household, commercial, and industrial waste.
 - a. True
 - b. False
3. The Commonwealth of Kentucky has as its policy the reduction of solid waste disposed through
 - a. Reuse
 - b. Recycling
 - c. Composting
 - d. All of the above
4. Upon adequate completion of the examination, compost operators will be certified for a _____ year period.
 - a. One
 - b. Two
 - c. Five
 - d. Ten
5. If DCA determines that a certificate was obtained by fraud; that the certificate holder failed to perform required duties; or failed to use reasonable care and judgment during the performance of duties, the certificate may be revoked.
 - a. True
 - b. False

6. Non-compostable solid waste includes items such as _____.
- a. Yard waste
 - b. Glass
 - c. Sewage sludge
 - d. Paper
7. Yard waste makes up _____ percent of an average community's garbage.
- a. Two
 - b. Five
 - c. Thirteen
 - d. Twenty-five
8. Compostable solid waste includes items that were once living plants or animals.
- a. True
 - b. False
9. By Kentucky statute, composting is the biological decomposition of organic solid waste under:
- a. Anaerobic conditions
 - b. Aerobic conditions
 - c. Controlled conditions
 - d. b and c
10. The process of mixing organic waste into the soil tends to _____ pore space allowing _____ water permeability and aeration.
- a. increase, increased
 - b. increase, decreased
 - c. decrease, decreased
 - d. decrease, increased

11. Most organic waste does not have large quantities of nutrients.

a. True

b. False

12. Compost has not been shown to suppress plant diseases.

a. True

b. False

13. _____ is probably the most easily compostable material.

a. Sewage sludge

b. Paper

c. Yard waste

d. Metal

Chapter 2: ESSENTIAL COMPONENTS OF COMPOSTING

Chapter 2 Learning Objectives

1. Comprehend the biological process in composting.
2. List the essential components needed for control decomposition.

Composting is a biological process influenced by the basic conditions that affect all living beings. The composting process is directly dependent upon the well-being of the microorganisms which do the majority of the biodegradation. Air, water, temperature, particle size, and pH are all important environmental factors in composting. By Kentucky statute, composting involves the biological decomposition of organic materials in controlled aerobic conditions.

In composting, “decomposition” is used because the process is rarely carried to complete “stabilization”, meaning no further breakdown of materials will occur. The term “biological” distinguishes the process from chemical and physical treatment. The “organic” term describes materials of a carbon source that are capable of being broken down biologically. “Controlled” distinguishes composting from the natural rotting, putrefaction, or other decomposition, that takes place in an open, unmanaged condition. “Aerobic” means that composting must occur in an oxygenated environment as opposed to anaerobic decomposition which occurs when materials are flooded with water or otherwise deprived of oxygen.

A. Microorganisms

The microorganisms that readily decompose or compost organic materials are naturally occurring throughout nature, including on the waste material. Thus, there is no need to purchase “compost starter” materials. The microbes responsible for composting are in two main classes: bacteria, and fungi.

The bacteria responsible for decomposing organic matter aerobically come from many different genera. These include *Bacillus*, and *Thermus* among others. Bacteria are mainly responsible for decomposing materials such as leaves and grass clippings which are referred to as “greens” in composting. Bacteria are usually present throughout the various

stages of composting, and their decomposition byproducts are the sticky organic compounds responsible for binding soil particles together into stable aggregates.

Actinomycetes are a special kind of bacteria that form long filaments. They are more common in the latter stages of composting. They tolerate a drier environment and release compounds that give finished compost the characteristic “earthy” odor.

Fungi also appear in the later stages of composting. Like actinomycetes, they also form threads easily visible in the compost which are called hyphae. Both fungi and actinomycetes bind soil particles together with their mesh-like growth forms. Fungi found in compost include *Aspergillus* and *Thermophilum*. Fungi are responsible for breaking down materials that are harder to decompose, such as woody materials and thick, leathery leaves. The rate of composting for woody materials begins to slow above 130° F, however, and fungi will not survive at temperatures above 140° F.

The microbe populations may double several times per hour when favorable conditions exist (Table 2-1) resulting in accelerated organic matter decomposition. This decomposition, actually the metabolism of a food source for the microorganisms, results in the generation of heat. Thus, the temperature of the composting material will rise, which is the most obvious indicator that composting is occurring.

Table 2-1. Optimal Composting Conditions

Oxygen	5 to 20%
Moisture	40 to 60%
Carbon:Nitrogen	25:1 to 40:1
Temperature	90 to 140° F (32 to 60° C)
pH	6 to 8

B. Aeration

Composting can either be carried out aerobically (with oxygen) or anaerobically (without oxygen). Most conventional composting methods use the aerobic process in which oxygen is essential (Table 2-1). Air contains about 21% oxygen and microbes need at least 5% oxygen in the thin films around them to remain active. When oxygen levels go below 5%, the oxygen-requiring microbes shut down and other microbes not requiring oxygen (anaerobes) begin to multiply. This group of microbes produces volatile compounds that have a high odor and the temperature of the interior immediately decreases to the mesophilic range. Aerobic composting is therefore characterized by high temperatures, the absence of foul odors, and is more rapid than the anaerobic process. By definition, Kentucky statutes consider only aerobic processes to be “composting”.

Oxygen is added to the composting materials either by passive or active means. If the pile size remains small to moderate and particle size is medium to large, fresh air can passively diffuse in from outside the pile. Materials such as grass clippings must be placed in smaller piles or windows, or have a significant amount of “bulking agent” to create larger pores to allow passive movement of enough oxygen into the decomposing materials.

One method to actively manage the oxygen in a compost pile is to regularly turn or mix the materials. The frequency of turning or mixing depends on the internal temperature of the material, the outside temperature, and the need to provide enough oxygen to the material. The first turning should occur when internal temperatures reach 140-150°F following a steady temperature increase. However, if the internal temperature “peaks” or levels off at 100-120°F before the first turning or mixing, the pile should be turned immediately to avoid going anaerobic as oxygen may be limiting. As the number of turnings increase, the peak temperature reached, after each turning, may be lower than the previous peak temperature. Also, as the number of times the material is turned or mixed increases, the particle size becomes smaller making it more important that close attention be given to temperature and aeration.

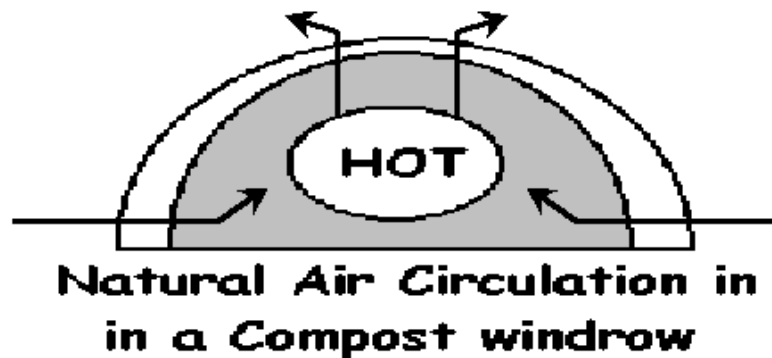


Figure 2-1 Air Circulation Through a Compost Windrow

Anaerobic decomposition is characterized by low internal temperatures, the production of odorous immediate products, and a slower rate of decomposition. This system is usually not economically feasible, and frequently produces compounds that may be toxic to living plants. The most common complaint of neighbors to compost operations is offensive odors, which can occur when the process goes anaerobic. Once the process goes anaerobic, the compounds produced take a long time to be converted back to aerobic

conditions to make a desirable product. When anaerobic-type odors are released during the composting process, this usually indicates poor management.

Table 2-2. Densities of Yard Wastes

<u>Material</u>	<u>Condition</u>	<u>Typical Density (lbs./cu yd)</u>
Brush and dry leaves	loose and dry	100
Leaves	loose and dry	200-260
Leaves	shredded and dry	250-450
Green grass	compacted and moist	500-1100
Green grass	loose and moist	350-500
Yard waste	as collected	350-930
Yard waste	shredded	450-600
Sewage sludge	very moist	1100-1700
Wood chips	variable	400-650

C. Temperature

The activity of biological systems is temperature sensitive. Up to a point, as temperature increases, activity also increases. Consequently, composting rates are determined, at least partially, by the temperature within the pile or windrow. Table 2-1 suggests the optimum temperature is between 90° F and 140° F. As the temperature approaches 140° F, fewer microorganisms can tolerate those temperatures and composting rates will decrease.



Size of the pile or windrow and porosity of the material determine how readily heat escapes. Larger windrows and smaller particles provide greater insulating effect and slower heat loss. Figure 2-1 shows general temperature concentrations in a windrow. “Turning” the composting material permits the excessive heat to escape. After “turning” the composting

material, the temperature will start to rise again. When only a slight heat increase (10° F above atmospheric temperature) or no increase, in windrow temperature occurs after several times of turning, and if all other environmental factors are favorable, stabilization of the compost has occurred.

D. Moisture

Adequate moisture levels in the composting material are another necessary component of efficient composting. Biological systems require adequate moisture or a moist environment. When the material is too dry, microbial population expansion will be slow, temperature will not rise as quickly, and composting will proceed more slowly. Sometimes if the moisture level is too low, the material may “mold” and not proceed to compost.

Excess water or moisture in the material reduces the aerobic microbial population. Also, some of the excess moisture fills pore spaces between the particles which restricts normal passive flow of oxygen into the material and promotes the more rapid development of anaerobic conditions. This suggests that more attention must be given to managing aeration and temperature during the early stages of composting.

The balance between adequate moisture and aeration is an important management consideration. Combinations of materials that include significant amounts of paper products may need to start the process at 65% moisture. Composting mainly non-woody yard waste, a mixture of leaves and grass clippings, may not need an addition of water in a humid climate such as Kentucky's. Conversely, woody material will very likely need additional moisture, unless freshly cut, as it tends to contain less moisture upon delivery and is very porous. Porous materials often dry faster, especially in warmer weather. This drying can be reduced by the addition of finer materials (leaves, grass clippings, or sewage sludge). These finer materials not only reduce the rate of drying, but also help the total mixture retain moisture for a longer period.

E. Carbon: Nitrogen Ratio

The two most important nutrients needed for microbes to grow and reproduce are carbon and nitrogen. Carbon (C), the building block of materials such as sugars and carbohydrates, is dominant in cellulose materials such as paper, wood, branches, some plant residues, and leaves. These materials are often referred to as “browns”. The microbes in the compost pile obtain energy by breaking down these substances and releasing carbon dioxide. If the C is in a form that is difficult to decompose, such as lignin from wood or paper, the rate of stabilization will be slow. Green wood is an exception as the sugars in the sap are more available to microbes thus allowing more rapid composting.

Nitrogen (N), found primarily in proteins, is necessary for the development of microbial proteins that balances the carbon for rapid growth and expansion of microbial populations to ensure a reasonable rate of composting. The nitrogen content of organic materials is often the most limiting factor in composting. Nitrogen content is high in grass clippings, sewage sludge, animal manures, and some food waste. Materials high in nitrogen are also known as “greens”. Understanding the importance of the carbon to nitrogen (C:N) ratio and knowing the C:N ratio of various materials for composting enables a good manager to maintain optimum composting conditions. Consequently, the concept of the C:N ratio must be understood if composting is to be successful in recycling some of the waste stream. For optimum composting, the C:N ratio should be in the range of 25-40:1 (Table 2-1). Keeping the range in the low 30's is more beneficial when starting the composting. If the total C:N of the material in the piles or windrows is less than 20:1, they will give off ammonia. The microbes release the extra nitrogen as ammonia in the process of breaking down the carbon containing materials which can generate odor complaints from neighbors. As the C:N moves toward 40:1, the microbes may slow slightly until the excess C has been

oxidized. Generally, supplying C and N at the suggested ratio ensures that other nutrients will be available to the microbes in the correct amounts.

Estimates for some materials are contained in Table 2-3. Keep in mind that these values will vary. For example, grass clippings from highly fertilized lawns will have lower ratios of carbon to nitrogen, and unfertilized lawns will have higher ratios. In addition, C:N ratios in leaves from some hardwoods (oak) will be higher than from some other trees (maples).

Blending of low C:N materials with high C:N materials or commercial nitrogen fertilizer is important to avoid some problems and to speed decomposition. Sawdust or finely ground wood can be combined effectively with an appropriate amount of grass clippings, sewage sludge, or animal manure to optimize the C:N ratio. When using sawdust in composting, the high C:N ratio of wood should be taken into account when estimating C:N of the total mixture. When large (3/4 inches or larger) wood chips are used as a bulking agent (maybe 10% of the mixture), passive airflow into the composting material will increase. This volume of high C:N material is usually not accounted for as microbes decompose these larger wood chips very slowly. The addition of commercial sources of fertilizer nitrogen may be used to lower the C:N ratio if low C:N materials are not available. This may significantly add to the composting cost, and may not be acceptable for some “organically” inclined gardeners or homeowners. As an example, mixing leaves with a high nitrogen waste, such as grass clippings, animal manure, or commercial nitrogen fertilizer will accelerate composting. Adding 1 part grass clippings to 3 parts leaves, or 1 to 2 lbs. of ammonium nitrate or urea fertilizer per yd³ of leaves, will balance the C:N ratio. However, the addition of commercial sources of fertilizer nitrogen is usually not necessary for most

non-woody or non-paper wastes. Online compost calculators can be used to explore mixtures of materials that will give a C:N ratio of 30:1.

Table 2-3. Carbon to Nitrogen Ratios of Compostable Materials

Sewage sludge: Activated	6:1
Laying hen manure	6:1
Poultry manure	10:1
Vegetable waste	11:1
Swine waste	13:1
Food waste	15:1
Sheep manure	16:1
Sewage sludge: Digested	16:1
Grass clippings	19:1
Cow manure*	20:1
Horse manure*	25:1
Fruit wastes	35-40:1
Leaves, fresh	37:1
Leaves, dry	47:1
Wheat straw	53:1
Newsprint	54:1
Corn stalks	60:1
Straw	80:1
Bark	100-130:1
Paper	170:1
Cardboard	378:1
Sawdust	450:1
Wood	600:1

* C:N ratio includes bedding

F. Particle Size

Particle size of the materials to be composted influences the rate of composting. Small particles, which create a high surface area per unit of volume, allow the nutrients and energy to be more available to the microorganisms for successful, efficient composting. Shredding, chopping, and grinding create smaller particles, which expose more surfaces to microbial activity. Because these smaller particles may restrict passive air flow and increase oxygen demand of the microbes, finer materials need to be turned more frequently to prevent anaerobic conditions during composting.

The major problem with the absence of grinding, shredding, or chopping is the lack of a homogenous product. A homogeneous compost is often important in establishing a good market. If a small particle material, such as sewage sludge, is mixed with a larger particle-bulking agent, grinding may not be necessary. When the rate of composting is not a critical issue, then more time can be allowed for composting larger particles. Unless the compost is screened, though, this will require a larger site for composting and delay the formation of uniform, marketable compost. Some compost facility operators have found that shredding leaves will reduce time required to produce stable compost. This shredding can occur as part of collection or it can be performed at the composting site.

G. pH

pH is an indicator of the acidity or alkalinity of the composting materials, and is measured on a scale of 0 (extremely acid) to 14 (extremely basic), with 7 being neutral. The composting process is most efficient when pH is between 6 and 8, which are normal values (Table 2-1). This factor can be very useful in diagnosing and correcting certain operating problems.

Acid(H⁺)	Neutral	(OH⁻)Base
0=====7=====14		
Red	Litmus Paper	Blue

During the initial stages of decomposition, organic acids are formed that are normally consumed by the microbes. However, without sufficient oxygen available to the microbes, these acids will not be converted to usable carbon or carbon dioxide as quickly. Thus, excess acidity may lower the pH below 6, and in turn slow down the composting process. This is more likely to happen when larger amounts of easily composted organic compounds are present such as undiluted animal manure or some green wastes. Extra aeration through use of more bulking agent or more frequent turning will usually solve the problem. In extreme cases, it may be helpful to add some lime or other neutralizing agent to raise the pH back to a desirable range. It is also important to avoid raising the pH above 8, which can cause the release of odorous ammonia. If the starting materials were balanced for C:N, ammonia release in this instance may rob the composting process of sufficient nitrogen, which will slow the process.

Final compost pH can be a factor in marketing. Final pH above 8 can damage or even kill more acid-loving plants such as azaleas, rhododendrons, pine, or blueberries, especially if used in large quantities. Testing compost during decomposition or at the final stage can be very simple, and can be done on-site with a soil or plant media testing kit.

Study Questions – Chapter 2

1. The organisms responsible for most of the decomposition during composting are _____ and _____.
 - a. Beetles, earthworms
 - b. Amoebas, nematodes
 - c. Bacteria, fungi
 - d. Earthworms, nematodes
2. _____ is the most obvious indicator that composting is occurring.
 - a. An increase in temperature
 - b. Liquid running out from the compost
 - c. A rotten egg smell
 - d. Animals digging into the compost
3. The optimum range for composting is _____ percent oxygen.
 - a. One to five
 - b. Five to twenty
 - c. Twenty to fifty
 - d. Twenty-five to thirty
4. When the temperature of compost nears 140 degrees F, microorganisms begin to die off and composting decreases.
 - a. True
 - b. False

5. As moisture and compaction in the compost material increases, _____ decreases.
- a. Odor
 - b. Particle size
 - c. Aeration
 - d. C:N ratio
6. _____, found primarily in proteins, is necessary for the rapid growth and expansion of microbial populations to ensure a reasonable rate of composting.
- a. Nitrogen
 - b. Carbon
 - c. Potassium
 - d. Phosphorous
7. Carbon content is high in _____.
- a. Woody materials
 - b. Sewage sludge
 - c. Food waste
 - d. Grass clippings
8. An ideal ratio of carbon to nitrogen in materials to be composted is:
- a. 5:1
 - b. 30:1
 - c. 100:1
 - d. 400:1

9. Small particles have a high surface area, allowing more access for microbes and more efficient composting.
- a. True b. False
10. Materials with a small particle size need to be turned less frequently than those with a large particle size.
- a. True b. False
11. Knowing the pH of your compost is important because pH can influence:
- a. The rate of composting
- b. Generation of odors
- c. Effects of finished compost of plants
- d. All of the above

This page left blank intentionally.

Chapter 3: COMPOSTING METHODS & PROCEDURES

Chapter 3 Learning Objectives

1. List the different methods for composting.
2. Understand the advantages and disadvantages of the different composting methods.
3. List the procedures involved in composting.
4. Comprehend the importance of each of the factors in the composting procedure.
5. Explain the steps involved in composting sludge (Septage).

Composting Methods

There are several different methods of composting organic materials. The methodologies vary in:

- *Degree of technology used
- *Attention paid to monitoring the operation
- *Space needed for the active composting site
- *Length of time available to obtain a finished product
- *The ability or need to combine various materials

Because of the above, the costs will vary. In general, the lower the level of technology, the greater will be the need for available space, the larger the buffer zone, and the composting time longer. However, lower technology will tend to have the lowest cost per ton of material processed.

A. Windrow Composting

One of the most economical methods of composting is windrow composting. When windrow composting, the material is placed in windrow approximately six to ten feet high and turned or aerated mechanically. Grinding or shredding of yard waste and municipal solid waste will produce a more homogeneous mixture and likely accelerate the composting process. Front-end loaders or commercial windrow turners may be used to aerate and turn the material. Some commercial windrow turners may limit the windrow height to six feet or less.

Slight odors may develop during the windrow turning process as wetter or more compacted layers are exposed, but these can be kept to a minimum through frequent turning and other good management practices.

Sewage sludge can be mixed with yard or municipal solid waste to form a blend that is very acceptable for the windrow composting process. Knowledge of the carbon: nitrogen ratio and moisture levels of all materials to be blended will greatly assist in determining the ideal mix.

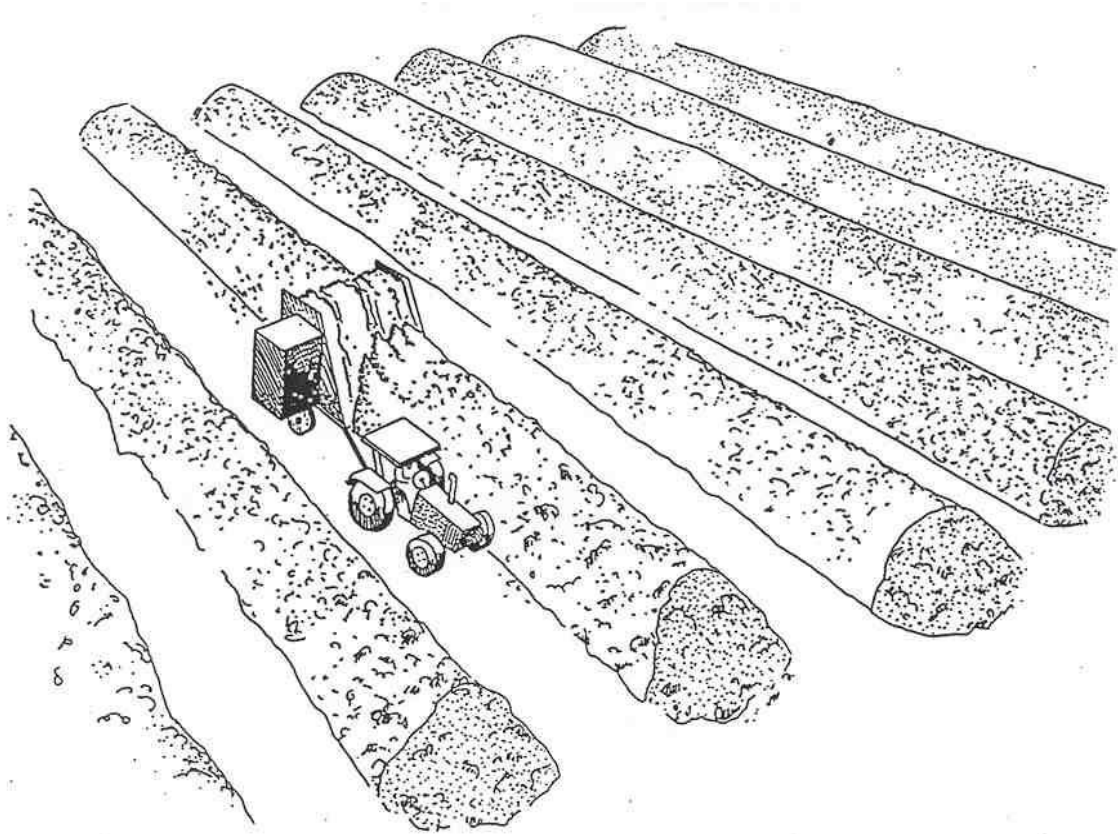


Figure 3-1 Windrow composting with an elevating face windrow turner.
Adapted with permission from On-Farm Composting Handbook, NRACS.

Many municipalities have found the windrow composting process very acceptable as it frequently requires very little additional capital investment when using existing front-end loaders to turn the windrows.

The time required to produce stable compost will vary with the materials being composted. However, with leaves, a marketable product can be produced within four to five

months. Woody materials will require up to a year or more, but this can be reduced through the blending of materials with a narrower ratio of carbon to nitrogen, i.e. sewage sludge. However, care should be taken to make sure the site is properly permitted to accept the types of wastes being composted.

B. Static Pile Composting

Static pile composting is somewhat similar to windrow composting except aeration and cooling is accomplished by forcing or blowing air through the windrow rather than mechanically turning. Normally a blower or fan, controlled by timers or thermo-switches, will blow air through perforated pipe located under or near the bottom of the windrow. This air moves through the windrow and out the surface. This air replaces the oxygen used by the microorganisms and carries away some of the heat. It is possible to maintain nearly optimum conditions in the windrow at all times, thus speeding the composting process.

Another advantage of the static pile system is less space is needed as the windrows can be placed very close together. Some projects have found it desirable to use both the static pile system and the windrow composting system. The static pile is used for the first few weeks when the most rapid decomposition is taking place and thus the demand for oxygen is greatest. The material is then moved to an adjoining area for mechanical aeration for the balance of the composting period.

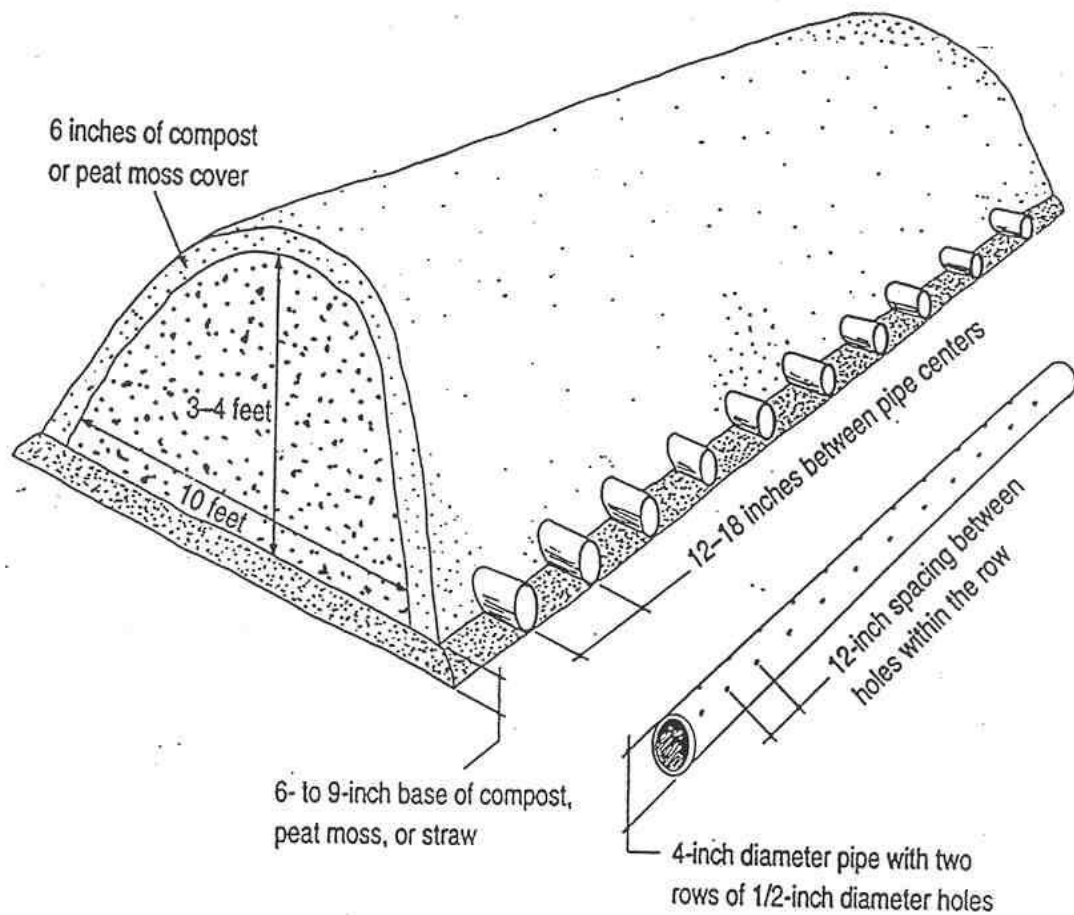


Figure 3-2 Passively aerated windrow method for composting manure.
Adapted with permission from On-Farm Composting Handbook, NRACS.

The major disadvantages of the static pile composting procedure are the need for increased management and the dependence on electricity or another power source to operate fans and controls. Both of these will increase cost, also. Daily monitoring will likely be necessary even if materials are not being received or dispersed. The static pile system may be used under a roof or outside.

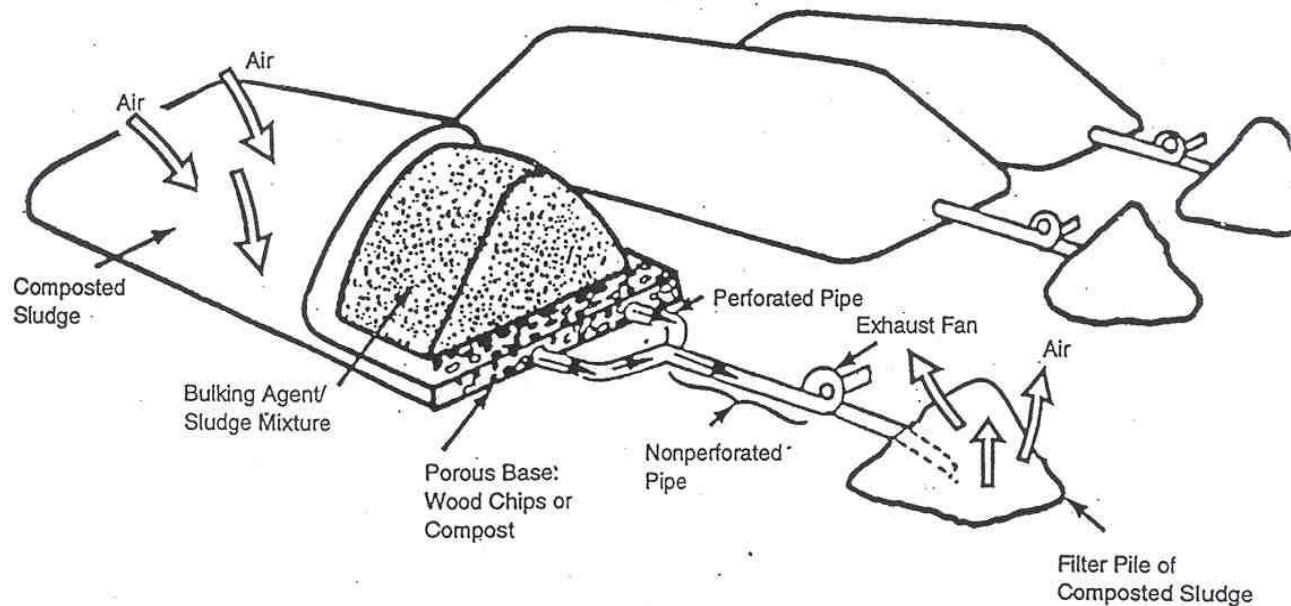


Figure 3-3 Static aerated pile composting
 Adapted from *Control of Pathogens and Vector Attraction in Sewage Sludge*,
 EPA/625/R-92/013 December 1992

C. In-Vessel Composting

In-vessel composting includes a variety of systems involving mechanical agitation and forced aeration, and is normally enclosed within a building. An in-vessel system is capital intensive and requires high levels of technology and management. However, an in-vessel system may incorporate more automation and thus reduce hours of labor per unit of material processed. Such a system may not be economically sound for yard waste or separated municipal solid waste but may be appropriate when sewage sludge is part of the materials to be composted.

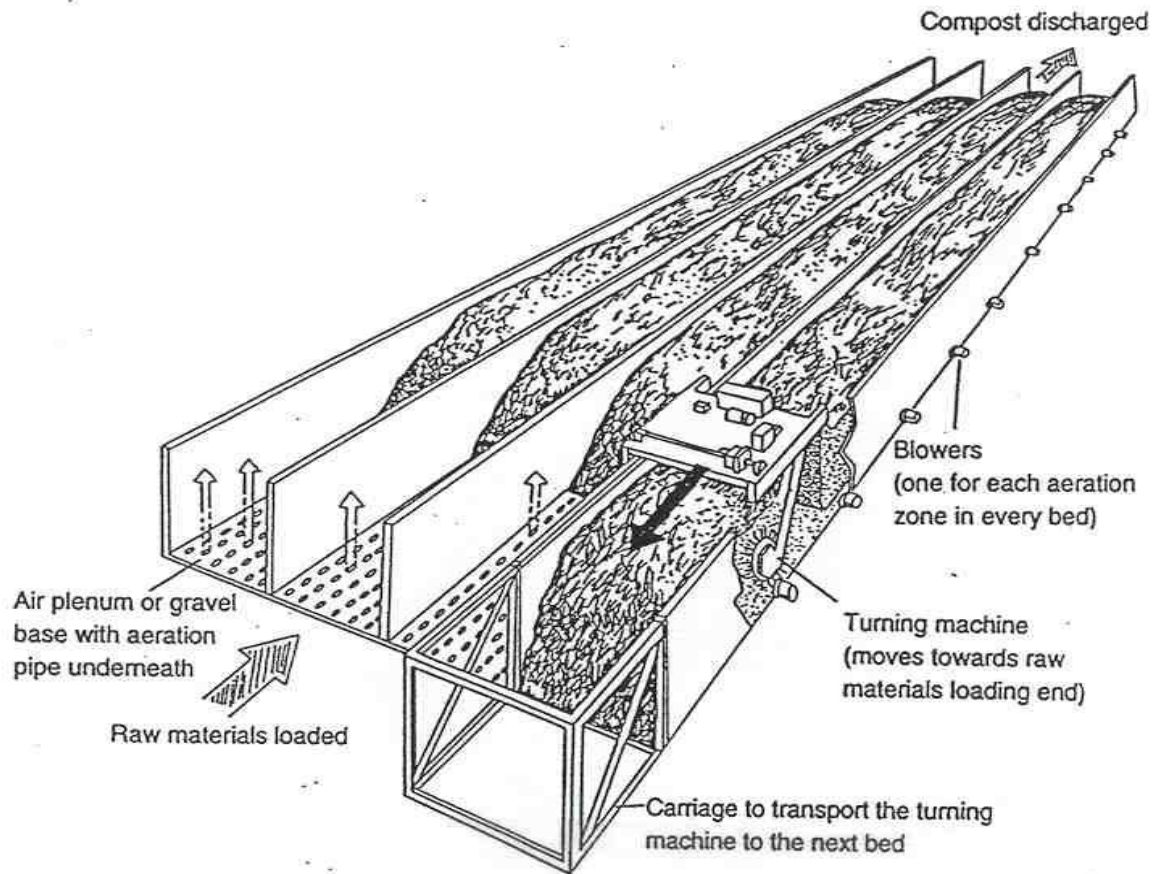


Figure 3-4 Rectangle agitated bed-composting system
Adapted with permission from Royer Manufacturing.

The major advantages of the in-vessel system are the avoidance of weather problems, faster processing, better odor control, and automation. Most in-vessel systems are designed and supplied by consultants and commercial suppliers.

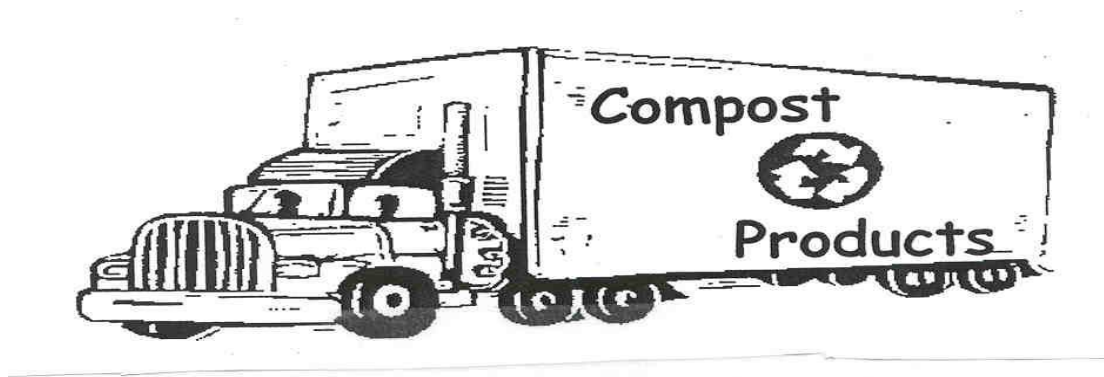
With proper design and management, any of the above three composting systems are capable of processing yard waste, municipal solid waste, or special waste. The most appropriate process for any given community will be determined by available space, available capital, technical expertise, materials to be composted, and federal, state and local ordinances.

Composting Procedures

There are several levels of technology available for composting projects, i.e. windrow, static pile, and in-vessel composting. The one that is best suited to any particular community will depend primarily upon the existing or proposed collection/separation system, site selection, equipment, available labor, materials to be composted, and the market for the resulting compost. Economics plays a very important role in composting as the market value of the end product is relatively low.

Figure 3-5 Collection

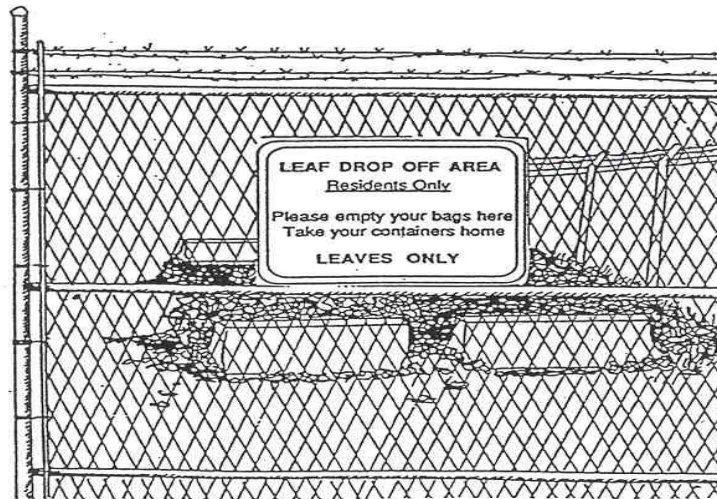
A. Collection



The collection of yard waste may be accomplished through several approaches but must be tied in with the composting system. The least expensive method may be to have residents deliver their waste to either the compost site or selected drop-off centers. However, this method of collection may limit participation and, unless someone is on hand to monitor the materials dropped off, considerable contamination may result. Some communities have found that providing several containers for different materials at the drop-off sites can reduce this contamination.

The use of plastic bags to collect materials for a compost site is to be discouraged. Plastic bags require excessive labor to open and separate and are totally unsuitable for grinding and mixing with the material for composting. However, paper bags are suitable for composting, as they will decompose along with other organic material. Another disadvantage of bags is the risk that undesirable materials such as rocks, cans, bottles, or other materials may be included in the bag. This may damage machinery used in the composting procedure and produce an undesirable end product.

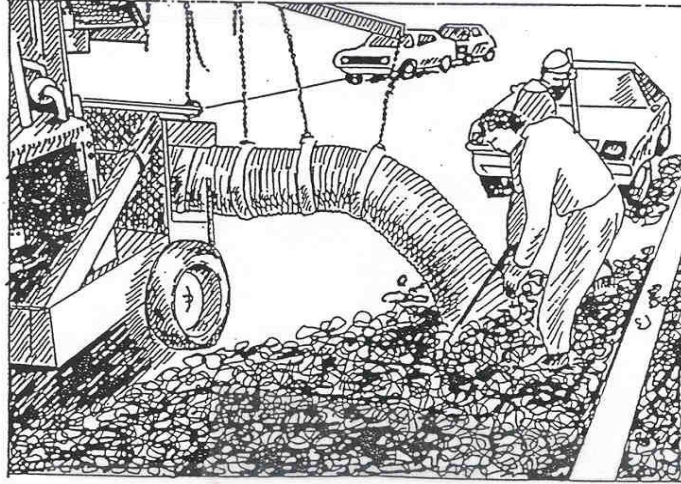
Figure 3-6 Leaf Drop-off Area



The use of front end loaders to pick up compostable material may be rather labor efficient but may also allow rocks, bottles and other foreign items to become incorporated into the materials for composting. One advantage of this system is that most municipalities already have loaders and trucks, thus no additional equipment may be required.

Another system that has worked very well for some communities is the vacuum type pickup machine that blows the leaves directly into trucks. While this will require a crew of three to five people for each set of machinery, it allows them to pick up more material in a shorter amount of time. It also alleviates the need to separate the compostable material from plastic bags.

Figure 3-7 Vacuum Truck Collection



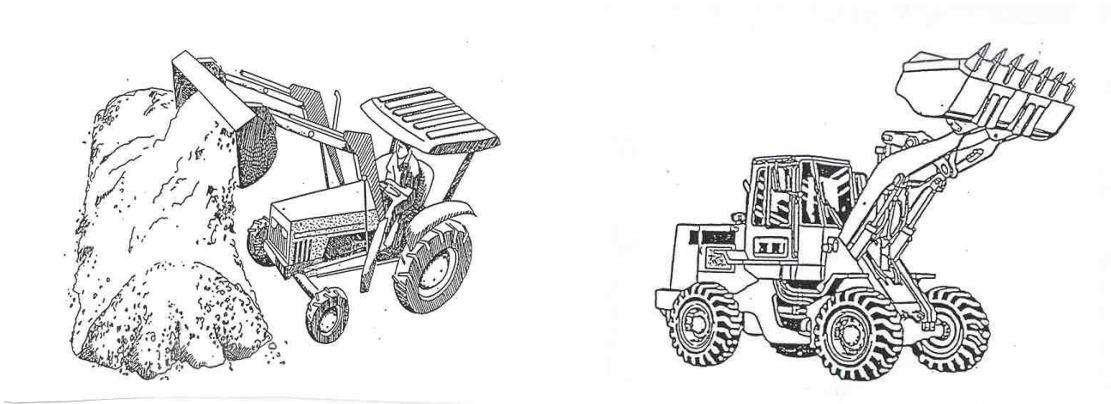
Some communities have developed a “resource recovery system” whereby all waste materials are delivered to a common site and separated. Under this plan, all compostable items are separated and sent to the compost site. This system may provide a greater mixture of products being received at the compost site and will likely increase the amount being diverted from the landfill stream.

Sludge will likely be delivered to the compost site directly from the treatment plant by truckload lots. The moisture level of this material may require special handling. This should be well understood at the planning stages if sludge is to become a part of the composting system.

B. Receipt of Materials

As the materials for composting are delivered to the site, it may be necessary to place this material in piles or windrows in order to conserve space. This can normally be accomplished with a front-end loader. For smaller projects of 3,000 to 5,000 cubic yards of material each year, a farm type tractor with front-end loader may be adequate. However, four-wheel drive or front wheel drive assist may be necessary for all weather traction.

For projects larger than 5,000 cubic yards, a four-wheeled drive industrial loader, with a bucket of two cubic yards or more, will be the best machine for moving the materials into windrows. Windrows or piles should be positioned on the site slope parallel to the natural flow of water to prevent ponding. Ponding of water will develop undesirable anaerobic conditions and may also cause equipment problems with mud holes developing in the wet areas.



Figures 3-8 and 3-9 Turning Windrows Using a Bucket Loader, Articulated Loader.
Adapted with permission from On-Farm Composting Handbook, NRACS.

Sludge, grass clippings and other municipal solid waste may contain high moisture and/or nitrogen levels. This material may develop undesirable odors and draw flies and other vectors if not handled properly and quickly. It is important that a system be available to identify the content of the materials being received, in order to mix and blend the materials to the desired conditions. This may mean that it is necessary to maintain a supply of drier material that has a wide carbon:nitrogen ratio. Ground brush, chipped wood, shredded paper, ground pallets, or even straw may serve this purpose. With good planning, a compost site manager should be able to mix and blend materials that are not well suited for composting individually, into a very compostable blend that has little risk of the production of odors.

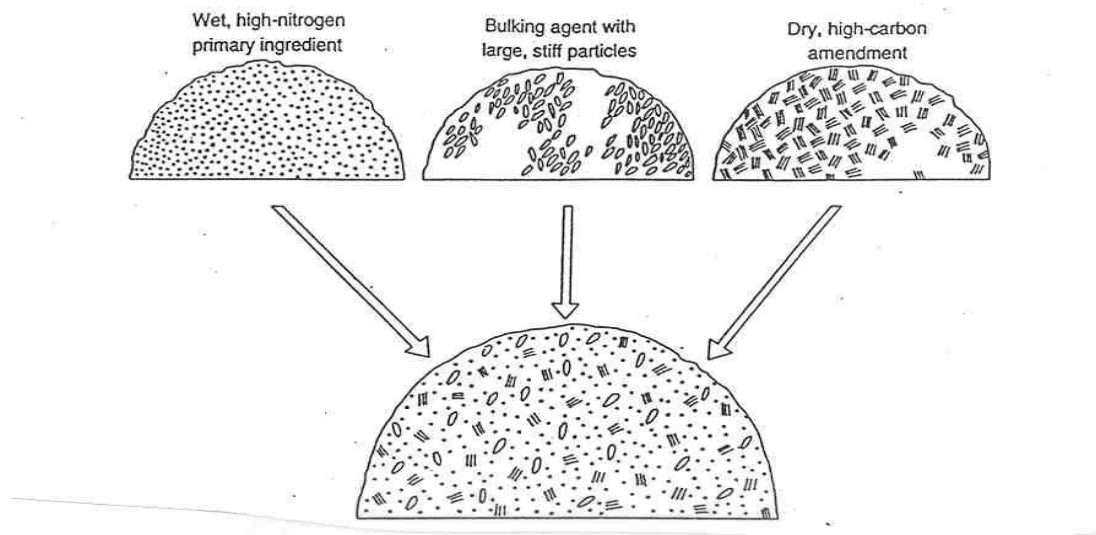


Figure 3-10
Combining Raw Materials to Achieve the Desired Characteristics for Composting.
Adapted with permission from On-Farm Composting Handbook, NRACS

C. Grinding or Shredding

Some communities do not grind or shred leaves in their composting projects. However, grinding greatly enhances the speed of decomposition and produces a more uniform and desirable end product. Brush and wood will require some form of grinding or shredding. While it is desirable to grind or shred the leaves or other yard waste as soon as they are delivered in order to speed up the decomposition, the timing of this is not crucial. This may enable the project to spread its workload more evenly. However, when receiving grass clippings or other putrescible wastes, it is necessary to mix them with other materials within 24 hours. If left unattended, grass clippings will develop undesirable odors in a very short time. This is due to the high nitrogen and moisture content of the grass. Grinding or shredding not only reduces the size of the particles but also serves as a very good mixing system.

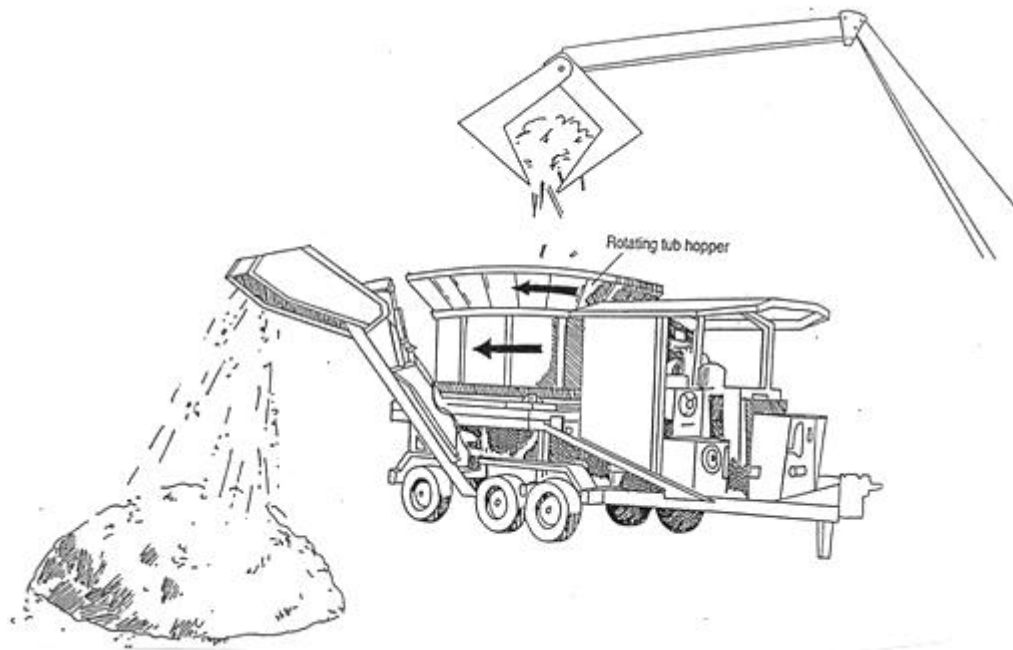


Figure 3-11 Tub Grinder

Adapted with permission from *On-Farm Composting Handbook*, NRACS

There are many different grinding and shredding machines available and new machines being developed. Careful consideration must be given to not only the present but also future needs. A project initiated to process only leaves may expand into other yard waste, industrial waste such as pallets, sawmill waste, or even construction demolition debris (CDD) waste. A machine capable of handling CDD waste could process leaves but a smaller machine designed for leaves only may not be able to process the CDD waste. One potential answer for smaller projects or projects not sure of future growth and expansion is to utilize custom grinding services. Such services have become available over the last few years with services being offered on a one-time basis or a regular interval schedule. Charges may be by the hour, day, or ton of material processed.

D. Windrow Formation

For the best results, the compost needs to be kept in the aerobic state. This is most often accomplished by placing the material in windrows. These windrows need to be placed so that they do not block surface water drainage. The distance between windrows may need to be approximately 20 feet to allow for movement of equipment in the turning or aeration process. Care should be taken to avoid running equipment onto the composting material. This will compact it and reduce the air (oxygen) content, thus increasing the need for frequent turning.

E. Balancing the Process

1. C:N Characteristics

When composting is starting, microbes usually begin on the lower C:N materials making it important that the materials be well mixed. Often in the low technology windrow system, inadequate mixing leads to hot spots that need more frequent monitoring and may need to be turned more frequently before the temperature of the total windrow reaches an optimum level. Because the mobility of the microbes is negligible, it is necessary to provide

intimate contact between the microbes and the waste materials. This is done by grinding some wastes and thoroughly mixing all wastes.

2. pH Properties

The optimum pH range is 6 to 8 due to the broad spectrum of microbes involved in composting. The natural buffering capability of compost often permits a wider range for short periods. However, as noted earlier, the process can become too acidic (low pH) with generation of organic acids particularly in wastes with high protein (N) contents, and should not go above 8.0 to avoid ammonia loss. Most stabilized compost will have a pH between 6.5 and 7.5.

3. Porosity, Texture, and Structure

The porosity, material texture, and structure affect composting by what influence they have on aeration. Porosity determines airflow resistance and is related to overall particle size and variation in particle sizes of the materials. The spaces between particles must be connected to allow adequate airflow into the area of microbial activity. Large particle size and a uniform sizing of materials result in higher porosity. Material structure is derived from particle rigidity and is determined by an ability of the composting mass to resist settling. Some height reduction will occur during composting from loss of carbon dioxide and reduction in particle size.

Material texture controls the surface area available for microbial activity. Microbial activity is largely confined to the surface and edges of particles; thereby they utilize the oxygen present in a thin film on the surface or edge of the material. As surface area increases with a decrease in particle size, the rate of microbial activity increases given that adequate oxygen can be maintained. However, there are limits. When particle size becomes too small there is a loss of porosity making a compromise necessary.

Moisture content of the mixture of materials influences porosity. Excessive moisture causes a loss of porosity by filling many of the spaces between particles. Materials such as leaves and paper lose their rigidity when wet. Any detrimental effects of excessive moisture are not critical until materials have greater than 60% moisture.

Predicting porosity characteristics of the mixture from individual materials is nearly impossible. However, bulk density of the total mixture of materials can be used to give some assessment of porosity. Initial mixtures that weigh less than 35-40 lbs. per cubic foot are adequate, and those weighing more than 40-45 lbs. per cubic foot tend to have low porosity.

F. Rate Control

Since composting is essentially a biological process, moisture, temperature, and aeration largely control the rate of composting.

1. Moisture

The structural strength of the materials to be composted determines the upper limit for moisture content. Many materials, except woody materials, lose strength when moisture content goes above 60%. Higher moisture contents initially for paper (65%), and for tree bark, sawdust and ground wood (75-85%) will allow faster composting. Many wet wastes like sludge, fresh animal manure, food waste, and fresh grass clippings will lose their integrity when moisture contents are above 55% which is commonly the case when they are received at the compost site. The site must have dry materials available to blend with these high moisture materials for successful composting. The use of an absorbent such as small grain (wheat, barley, oat or rye) straw is required and should be thoroughly mixed when high moisture wastes are composted. Therefore, successful composting will proceed when the mixture contains 55-60% moisture initially, and will be much slower when initial moisture is below 50%. Moisture becomes limiting anytime during composting that the moisture content drops below 40%. The 60% level can be checked when a handful of the initial mixture,

squeezed very hard, yields a drop or two of free liquid. More than 3 or 4 drops may indicate too much moisture.

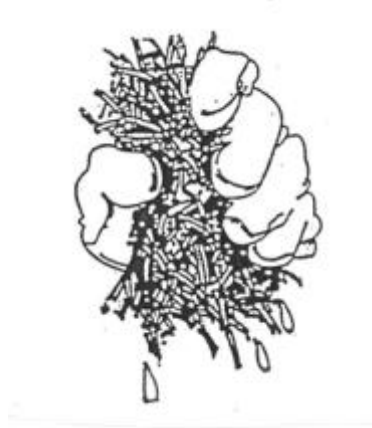


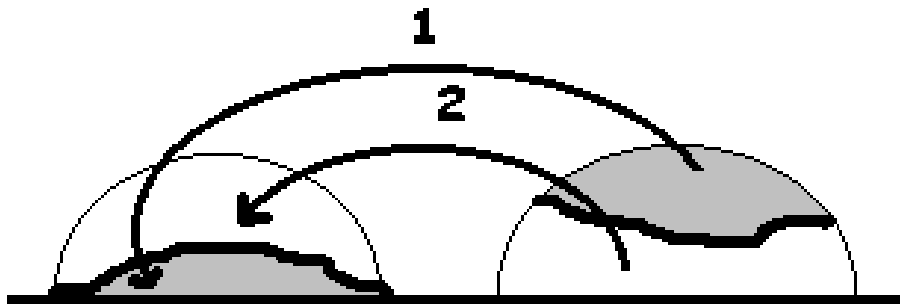
Figure 3-12 Wet Enough to Squeeze Two to Three Drops of Water

2. Temperature

Each group of microbes involved in composting has an optimum temperature range. Generally, there are three “sub-ranges” of optimum temperature of various groups of microbes.

Cryophilic	(cool)	41 to 59°F
Mesophilic	(warm)	59 to 113°F
Thermophilic	(hot)	113-158°F

Most successful composting is conducted in the thermophilic range although soon after turning, the temperature may go down into the mesophilic range. Composting in the thermophilic range leads to faster decomposition, and killing of pathogens and any weed seeds. Pathogen reduction is why most composting involves the higher temperature range. This temperature range is not maintained throughout the entire mass of composting material as the outside edge of the material serves as an insulator to the warmer interior. This outside material must be mixed into the composting material during turning.



**Figure 3-13 Turning to Maintain Temperature and Aeration
(1.Top to Bottom, 2. Bottom to Top)**

Turning is required, not only for aeration and mixing, but also to allow the heat from the interior to escape. Composting does become less efficient when the temperature exceeds 140°F. When the temperature reaches the 150 to 155°F, turning should follow quickly to avoid potential spontaneous combustion.

One must also recognize that after the mixture is turned 2 or 3 times, the maximum temperature reached in the interior is lower than the previous maximum. The compost should be reaching a stable condition when the maximum temperature of the interior is no more than 10°F above the prevailing average daily air temperature.

The temperature should be checked no less than daily after the mixture first begins composting. The measuring device should be long enough to reach into the interior of the mass being measured, and records should be kept of the temperature readings. These readings should be compared to previous readings. If the temperatures during early composting stabilize below thermophilic range or decrease from the previous reading, it generally indicates that the material may be going anaerobic (oxygen deficient) and may need immediate turning for adequate aeration. In addition, it may be necessary with mixtures of materials with widely differing sizes or moisture contents to measure the temperature in layers from the outside to the interior.

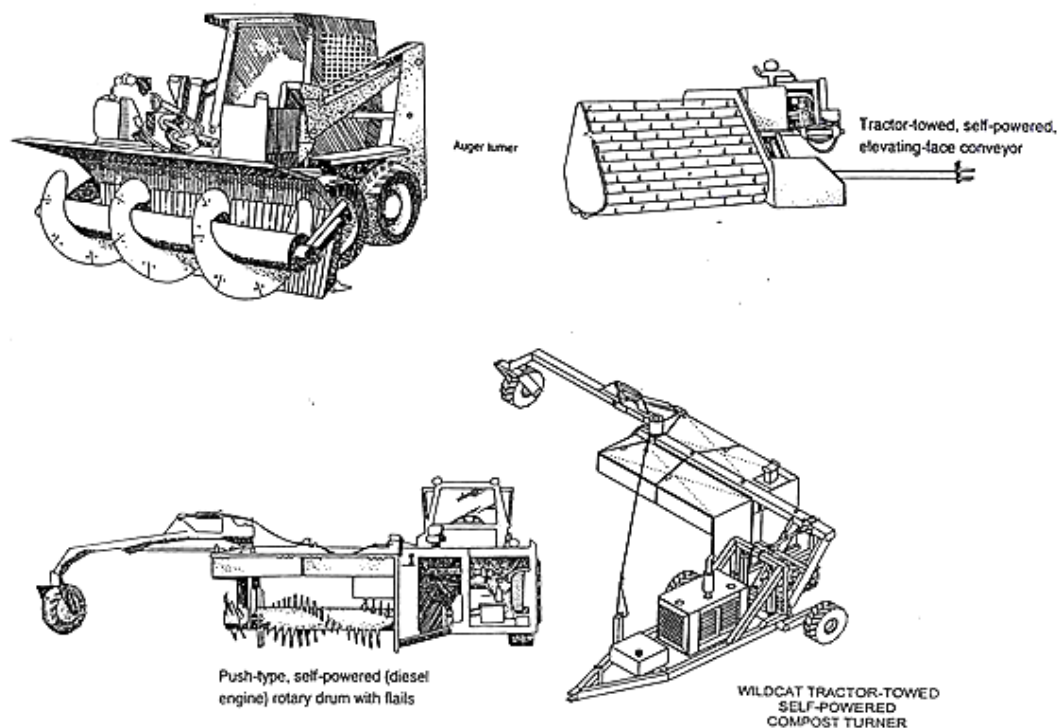


Figure 3-14 Windrow Turners.

Auger turner adapted with permission from Brown Bear Corporation.

Tractor-towed/push turners adapted with permission from Wildcat Manufacturing.

3. *Aeration*

When spaces between the particles are interconnected all the way to the interior, adequate oxygen will passively move from the outside air to the interior. As mentioned earlier, excessive moisture can fill the spaces between particles reducing passive air movement. This is more critical when wet materials are not thoroughly mixed before initial composting or during the turning process. In these instances, more frequent turning may be necessary early in the process to allow some evaporation of excess moisture and good aeration of the mixture.

Windrow composting often produces a distinct layer just outside the hot interior where fungi rapidly grow and fill the spaces between particles. This plugging of spaces leads to restriction of airflow to the interior. This is one of the reasons that composting materials may need to be turned more regularly at the beginning of the process. However, a lack of achieving any specified temperatures with some materials may require re-examining windrow construction or materials going into the mixture in order to achieve required temperatures for pathogen reduction.

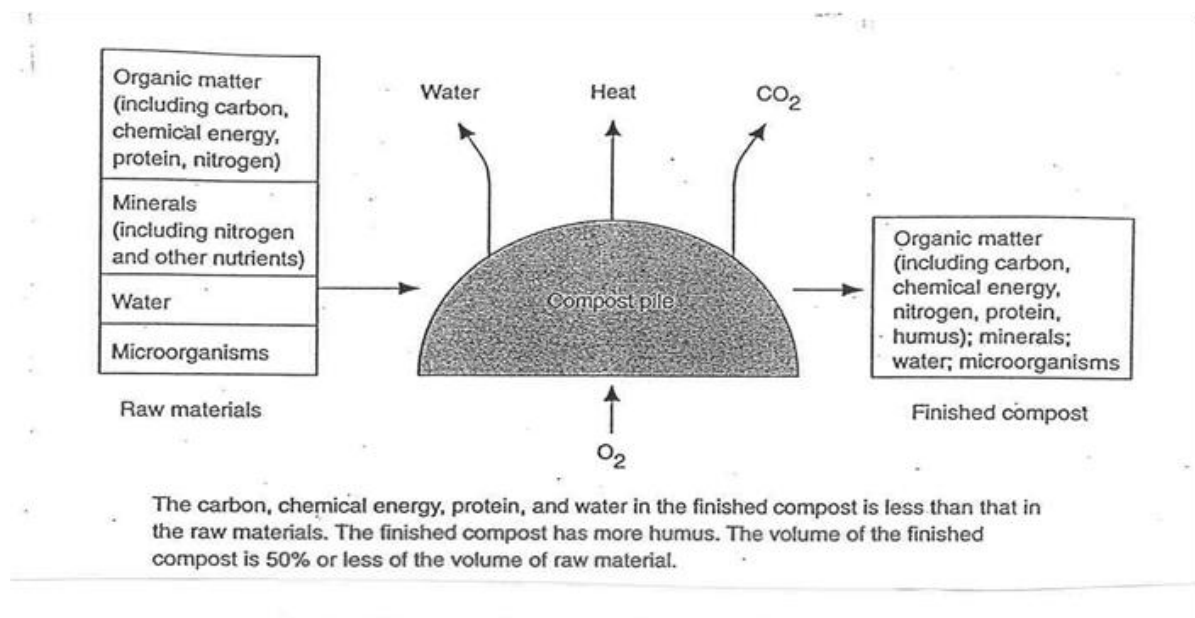


Figure 3-15 The Composting Process

Adapted with permission from On-farm Composting Handbook, NRACS.

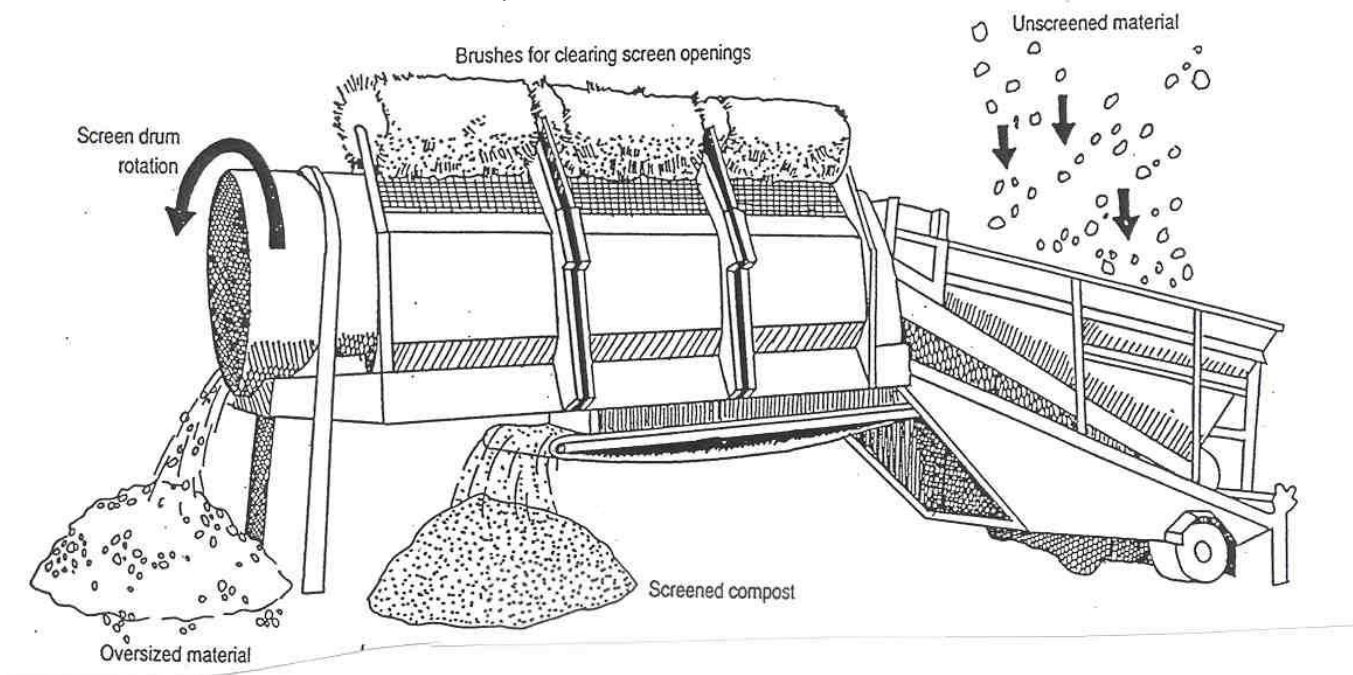


Figure 3-16 Trommel Screen

Adapted with permission from *On-farm Composting Handbook*, NRACS.

G. Screening

Prior to marketing, screening of the compost may be necessary to produce a more desirable looking product. When composting leaves, screening is normally not necessary, as grinding followed by composting will produce a very homogeneous material.

Some communities have found that it is desirable to use a bulking material such as chipped or ground wood in their composting operations. This material, being high in carbon, may reduce the potential of odor from materials with a high nitrogen content and provide space for more air in the compost. The woody material will decompose much slower and will require screening out prior to marketing. Materials removed through screening may be returned to the system for regrinding and composting. As stated previously, the size of the screen will be determined by market demand. A ½ inch screen is used by many compost operations.

A custom operated screening service may be the most economical approach unless the composting site has a very large volume. Availability of custom services, volume of

operation, intended market, and an economic analysis may be necessary to determine the best solution to screening needs.

H. Compost Quality and Maturity

The terms stability and maturity are often used interchangeably in composting, but they refer to two different concepts along the same spectrum. Stability is more commonly applied to the chemical composition and microbial activity of the compost. A stable compost is one in which decomposition is no longer rapidly occurring. In general, if applied to the soil, the microbes in stable compost will not remove nitrogen from the soil in order to continue to decompose. A stable compost windrow generally has a temperature less than 15 degrees F above air temperature and a carbon:nitrogen ratio of around 10:1.

Maturity refers to the suitability of the compost for use around plants. Mature compost does not contain compounds that would inhibit plant growth, such as certain organic acids.

Tests that can be used to determine compost stability or maturity include the Dewar Self-Heating Method, the cress seed germination test, and the Solvita test, among others. In order to produce a high quality product, and therefore increase the chances of generating revenue, compost prepared for distribution should also be analyzed for the following: pH, inert material, and soluble salt content.

I. Composting Sludge (or Septage)

Composting sludge or septage prior to land application will satisfy requirements of a Process to Further Reduce Pathogens (PFRP) under Section 503(b) of the federal Clean Water Act of 1972. When the primary objective is pathogen reduction, there are more specific requirements related to temperature, time, and turning frequency.

1. Mixing

Sludge for composting has usually been dewatered to achieve a solids content ranging from 20 to 25%. This level of moisture (75-80%) exceeds that desirable for composting requiring drier materials to be mixed with the sludge to lower the total moisture to 60% or slightly less. Also, sludge is usually made up of small particles and has a low C:N ratio (usually less than 20:1).

Different types of final sludge treatment influence selection characteristics of other materials for composting. Aerobically digested sludge has a higher level of volatile compounds that indicate a higher potential energy level. This allows for the rapid achievement of thermophilic range temperatures during composting. Anaerobically digested sludge tends to have lower levels of volatile compounds (and lower odor during composting and curing) that benefit from combining with a high-carbon material to more quickly achieve high temperatures. If a high-carbon material (straw, leaves, etc.) is not available, it will take longer for the composting materials to reach desired temperatures.

When composting sludge alone, a bulking agent of dry chipped wood (1/2 to 1 inch size) should be added to increase the C:N ratio. This will also lower the moisture level, by serving as a moisture absorbent, and increase large pores for adequate passive oxygen movement into the mixture. Dry leaves may also serve as an absorbent, help lower moisture content, and increase the C:N ratio, but provide only minimum help for increasing large pores.

Septage is a low solids containing material removed by pumpers from septic tanks used by homeowners and small businesses. Septage has a low C:N ratio and can serve as a moisture source for drier materials. Since this material is a product of anaerobic digestion, it can be quite odorous. Septage can be spread over the windrow or in-vessel row and

immediately mixed into the other materials to minimize odors. It is generally not suitable to be used in this manner with static pile composting unless it is premixed into the materials before forming the static piles. Odor will be more of a problem when using blowers as opposed to vacuum type systems where the odor can be trapped or further treated by bio-filters.

2. *Temperature*

When using sludge or septage as a portion of the mixture for composting, the temperature must be maintained at 55°C (131°F) for 3 days when composting with the in-vessel or static pile system. With the windrow method, the sludge or septage containing mixture is to be maintained at 55°C (131°F) or higher for 15 days or longer, and there shall be a minimum of 5 turnings of the windrow during this period. Achieving and maintaining these temperatures will require careful monitoring and recordkeeping of the composting material. The turning will accomplish mixing of the outer layer into the mixture for more complete composting and pathogen reduction. This allows the entire mixture to reach the necessary temperatures during the specified length of time.

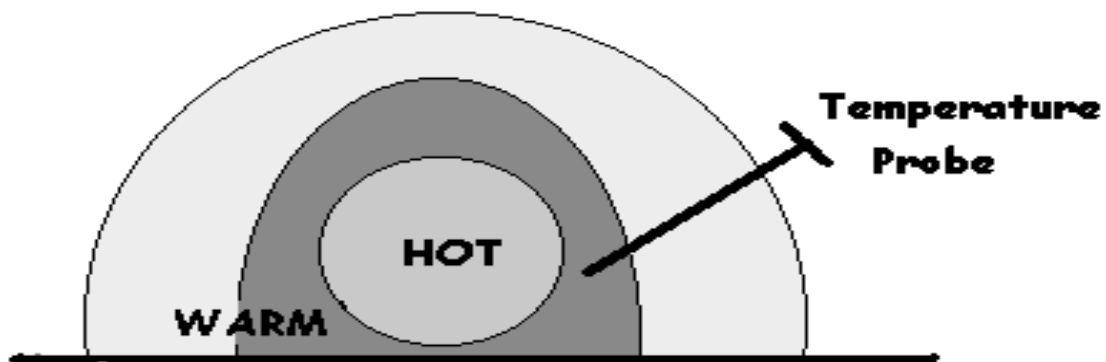


Figure 3-17 Windrow Temperature Profile

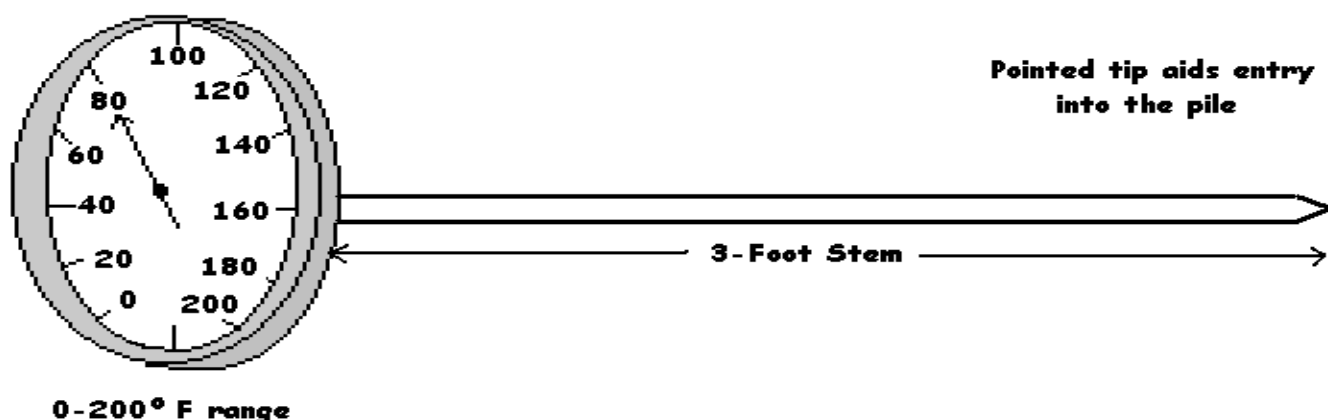


Figure 3-18 Compost Thermometer

A commercial thermometer with a 3 to 4 ft probe is necessary to measure temperature. By keeping careful records, the operator can optimize turning as temperatures rise above those required, and greatly accelerate pathogen reduction and composting. When the temperature reaches the 150 to 155°F, turning should follow quickly to avoid potential spontaneous combustion.

As the composting nears completion, less heat may be developed after each turning. If temperatures of 140°F or above are no longer reached, this may be an indication that this type of compost is stabilizing and approaching the time for moving to the curing area.

3. Aeration

Aeration during composting of mixtures containing sludge or septage serves three main purposes:

- a. Source of oxygen
- b. Temperature control
- c. Moisture removal

Use of bulking agents and thorough mixing will increase the movement of oxygen into the materials. With the initial high moisture content of sludge and fine particle size, resistance to airflow can be reduced by having 10 to 15% of the material as bulking agent.

Subsequent mixing during turning of the composting material exposes fresh surfaces, speeds up the release of moisture, and re-establishes pore space.

4. Curing and Screening

Curing of compost containing sludge or septage is a vital part of the whole process. The curing area should be located where the materials can be mixed from time to time to maintain aeration if not immediately marketed. In addition, the curing area should allow separation of compost lots for isolation to wait for any required pathogen or chemical analysis.

Prior to marketing, screening of the compost is usually necessary to remove larger particles of bulking agents for a uniform product and to remove any unsightly items. Most compost users prefer not to have large particles or plastics showing in the purchased compost. The larger particles of bulking agent can be recycled into the next mixture for composting. The screen size will be somewhat affected by market demands. A ½ inch screen is suitable for most composting markets.

In most cases, stationary screen systems are not suitable for screening sludge compost. Some type of rotating drum system is more desirable as the mechanical action will more clearly separate the finer sludge from the bulking agent.

Study Questions – Chapter 3

1. One of the most economical methods of composting is _____ composting.
 - a. Windrow
 - b. Static pile
 - c. In-vessel
 - d. Anaerobic
2. When windrow composting, the materials is placed in windrows of approximately _____ feet high.
 - a. 2 to 4
 - b. 6 to 10
 - c. 15 to 20
 - d. None of the above
3. Due to compacted layers or moisture within the pile, _____ may develop during the windrow turning process.
 - a. Blowing dust
 - b. Increased particle size
 - c. Odors
 - d. High temperatures
4. Forced air may be used to aerate composting materials.
 - a. True
 - b. False
5. A disadvantage to aerated static pile composting is that more space is needed compared to other methods.
 - a. True
 - b. False

6. Which of the following is not an advantage of in-vessel composting?
- a. Decreased cost
 - b. Faster processing
 - c. Automation
 - d. Improved odor control
7. Two of the first items to be examined in the compost site selection process are local ordinances and zoning codes.
- a. True b. False
8. Because of large truck traffic, composting facilities should have _____.
- a. All-weather roads
 - b. Signage
 - c. Speed bumps
9. The ideal outdoor compost site should have a slope of 1-3% in order to reduce _____.
- a. Odors
 - b. Blowing litter
 - c. Ponding of water
 - d. Transportation costs
10. Diversion of site runoff to sinkholes is an acceptable option to improve site drainage.
- a. True b. False

11. Which is not a benefit of creating a buffer zone around a compost site?
- a. Reducing noise
 - b. Providing a visual screen
 - c. Reducing odors
 - d. Fewer accidents
12. Which of the following is not a reason to have security at a compost site?
- a. Preventing theft and vandalism
 - b. Preventing illegal dumping
 - c. Improving traffic flow
 - d. Complying with state regulations
13. Which of the following is a good option for reducing workers' exposure to dust and other air contaminants?
- a. Taking frequent breaks
 - b. Keeping personnel up-wind from equipment
 - c. Keeping the compost saturated with water at all times
14. When considering facility siting, a high water table is a desirable feature.
- a. True
 - b. False

This page left blank intentionally.

Chapter 4: MONITORING, RECORDKEEPING & MARKETING

Chapter 4 Learning Objectives

1. Explain the requirements for reporting.
2. Comprehend the recordkeeping requirements.
3. Understand the types of monitoring required for different types of compost materials.
4. Describe the marketing and uses of compost.

Monitoring and Recordkeeping

It is essential that a composting site keep accurate records of the receipt and disposal of all materials. In addition, records need to be kept on processing activities relating to the materials. This will include information on: types (and perhaps analysis) of material received, dates of grinding and mixing operations, dates for formation and turning of windrows, and daily temperatures of composting materials as designated by 401 KAR 45:100 and 401 KAR 48:200. General daily weather observations (sunny, overcast, wind speed, wind direction, etc.), high and low temperature, and precipitation amounts should be recorded. Problems such as odors, runoff, and dust, should also be recorded. Documentation of all these items will assist in changing management that will help prevent the reoccurrence of any problems.

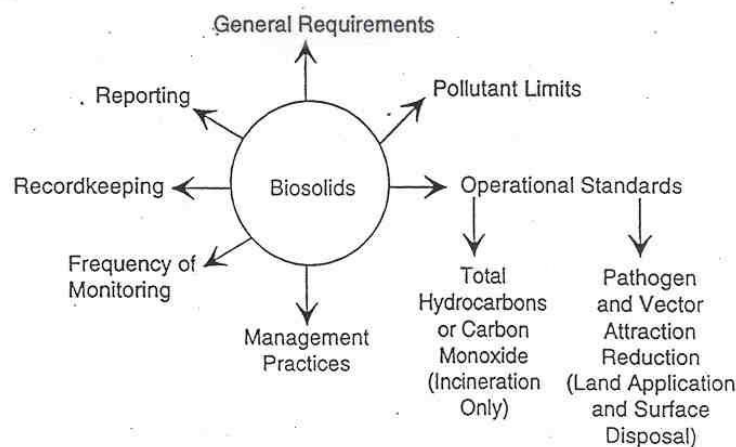
A. Solid Waste Composting Facilities

The Division requires solid waste composting facilities to provide quarterly and yearly monitoring reports. These reports must provide information on the amount, sources, and types of materials received. The records of the amount and time the materials spent in the active compost process, and the names and addresses of recipients of 20 cubic yards or more of compost. A representative sample of the compost must be analyzed at least once per year in accordance with 401 KAR 48:200 Section 3(5) and your registration.

B. Special Waste Composting Facilities

Wastewater sludge composting requires monitoring to show the composted materials have met the process time and temperatures specified for a Process to Further Reduce Pathogens (401 KAR 45:100 Section 12). To comply with the federal sludge rule (40 CFR 503) compost must be analyzed for nine pollutants, six of which are already required by state regulation, vector attraction reduction, and pathogenic organisms. To meet both the state and federal compost quality monitoring requirements, a representative sample of the compost must be analyzed for the parameters listed in 401 KAR 45:100 Section 6 (20)(b) plus total arsenic, mercury, molybdenum, and selenium, and the density of fecal coliform or *Salmonella* bacteria. Samples must be collected and analyzed at least twice per year, and up to twelve times per year, depending on the volume of sludge or size of the wastewater treatment plant.

Figure 4-1 What the Part 503 Standards Include



Adapted from A Plain English Guide to the EPA Part 503 Biosolids Rule EPA/832/R-93/003 September 1994

Marketing Compost

Before designing a composting project, it is important to first develop a marketing strategy for the end product. Kentucky regulations state that 75% of the finished product must be distributed or disposed of within one year of completion of curing (401 KAR 48:200 and 401 KAR 45:100). Some communities give the compost to local residents as a method of distribution as well as a form of public relations for the composting project. Other communities choose to assign a value to it and charge a minimum fee of \$3 to \$10 or more per cubic yard. There may be some psychological advantages to assigning a value to the compost making it a “valued” product.

With the increasing costs of landfill tipping and laws and regulations prohibiting disposal of yard waste in landfills, opportunities have developed for private sector involvement in composting projects. If composting is to become a viable economic venture, the compost operator may need to be paid for receiving the waste and be able to charge for the end product. Free distribution of compost by municipalities may actually hinder the development of this entrepreneurship while reducing recovery of total waste management costs.

If a viable market for the compost is to be developed, it will be necessary to produce a homogeneous product with consistent quality. The compost must be free of foreign material such as glass and plastic. In addition, the product must have been composted long enough so it is truly a compost and not just ground waste. This is particularly important if the compost is to be worked into the soil rather than used as surface mulch.

A. Uses of Compost

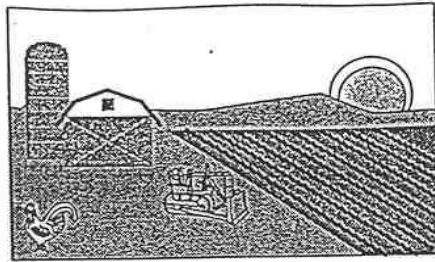
By definition, compost is not considered a fertilizer. To be registered as a fertilizer, compost products must meet the standards of the Kentucky Fertilizer Law. For more

information, contact the Division of Regulatory Services at the UK College of Agriculture.

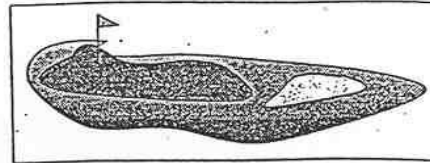
Aside from providing a source of nutrients, compost has many other benefits.

Compost, when mixed with the soil, increases the water holding capacity of soils and makes soils easier to cultivate. It also helps reduce erosion. Soils in many areas of Kentucky have rather high clay content. Although clay has good water holding capacity, the infiltration rate for clay is very slow. The incorporation of compost into clay soils will greatly increase this infiltration rate and reduce runoff.

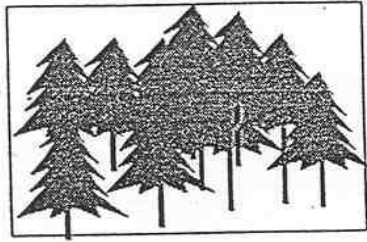
Potential Compost Users	
<u>Bulk Users</u>	<u>Retail/Wholesale</u>
Land reclamation	Garden centers
Landfill cover	Home gardeners
Parks	Topsoil
Highway maintenance	
Cemeteries	
Schools	
Nurseries	
Greenhouses	
Sod farmers	
Golf courses	
Lawn care	
Landscape contractors	
Industrial park grounds	



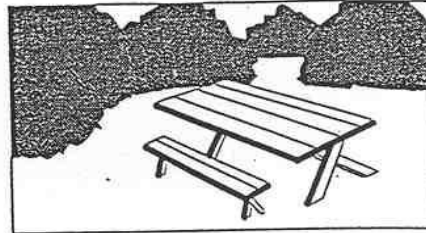
Agricultural Land



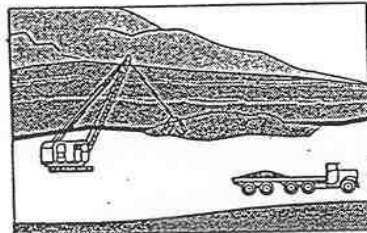
Golf Courses



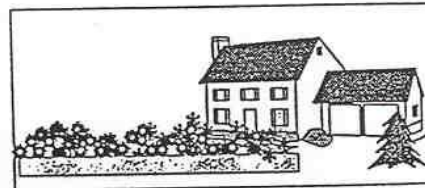
Forests



Parks and Roadsides



Reclamation sites



Home Gardens or Lawns

Figure 4-2 Compost can be beneficially applied to agriculture land, forest land, reclamation sites, golf courses, public parks, roadsides, plant nurseries, and lawns and home gardens. Adapted from A Plain English Guide to the EPA Part 503 Biosolids Rule EPA/832/R-93/003 September 1994

B. Lawn and Garden Use

The use of compost in lawns and gardens has been one of the most important markets for compost. It is commonly used for incorporation into the soil as well as surface mulch to reduce weed growth, evaporation, and water runoff.

The demand for compost has a potential for a significant increase, as peat moss becomes less available and more costly due to restrictions of peat moss production through environmental concerns. At least one major lawn and garden supply company is developing compost sites throughout the nation to replace peat moss with compost.

C. Municipalities

Many communities use large quantities of compost in municipal facilities such as golf courses, parks, flower gardens, and landfill cover. In addition, some state, county, and local governments require contractors to use compost in reseeding roadsides and construction sites. Municipal use of compost can provide a good demonstration to the public on the value of compost. In addition, municipalities may determine that composting is an important process that will reduce total waste management costs for taxpayers.

D. Agricultural Application

For centuries, farmers have known the value of returning livestock manure and crop residues to the soil. Compost added to farmland would have much the same value as crop residues. Unfortunately, the bulk and relatively low value of compost does not normally justify the expense of purchasing, transporting, spreading, and incorporating compost onto farmland. While farmland can always be considered as an option for compost use, it does not provide an economic incentive for composting until large quantities of compost are available that cannot be marketed through other uses.

Study Questions – Chapter 4

1. Which of the following is not a recordkeeping item required by regulation for solid waste composting facilities?
 - a. Names and addresses of recipients of 20 cubic yards or more of compost
 - b. Daily weather observations
 - c. Amount and types of materials received
 - d. Time materials spent in active compost process
2. Which of the following is not an analysis requirement for special waste composting facilities?
 - a. Fecal coliform or *Salmonella*
 - b. A minimum of two samples analyzed annually
 - c. Heavy metals
 - d. Solvita test
3. Kentucky regulations state that _____ of the finished compost product must be distributed or disposed of within one year of completion of curing.
 - a. 15%
 - b. 25%
 - c. 50%
 - d. 75%

4. In order to be a marketable product, finished compost should not be:
 - a. Screened to removed glass and plastic
 - b. Stable
 - c. The same quality from week to week
 - d. Ground and mixed raw waste
5. Unless certified by chemical analysis and registered as such compost is not considered a _____ under Kentucky law.
 - a. Mulch
 - b. Fertilizer
 - c. Topsoil
 - d. Pesticide
6. The most important market for compost is:
 - a. Forest land
 - b. Agricultural land
 - c. Lawn and garden areas
 - d. Reclamation sites

This page left blank intentionally.

Chapter 5: FACILITY SITING, SAFETY AND TROUBLE SHOOTING

Chapter 5 Learning Objectives

1. List the factors to be considered in siting a composting facility.
2. Identify safety issues for compost operators and list the types of hazards that may be present at composting sites.
3. Recognize the issues that may develop at a composting site and identify possible remedies for the problems.

Facility Siting and Preparation

The selection of the site for a composting project is a very important decision and should be made only after consideration of several facts starting with the determination of composting method to be used. Local ordinances and zoning codes must be one of the first items to be examined in the compost site selection process. Some other factors to consider in site selection include facility size, transportation, drainage, neighboring land use, and other sensitive issues. Check 401 KAR 30:031 for waste site requirements. All composting facilities must comply with these environmental performance standards.

A. Facility Size

The exact size of a proposed site is difficult to determine but must be adequate to not only handle materials for the present but also be capable of future expansion. Many communities have found that, as public acceptance of composting develops, more material becomes available for composting. In addition, most urban communities are growing in area and population, thus expanding the number of households to be served. To allow for adequate space for receiving materials, equipment storage, compost windrows and related activities, the windrow or static pile composting system will require approximately one acre of land for every 3,500 to 5,000 cubic yards of material to be received. Therefore, a five-acre site would be needed for 14,000 to 20,000 cubic yards of material received each year. The in-vessel system will require less space but consultants may be needed in the determination of total space needed for buildings and service areas.

B. Transportation

Because of the large quantity of materials being delivered to a composting site, transportation is of major concern. For example, a 20,000 cubic yard operation may mean that 600 truck trips will be needed if each truck had a 30-35 cubic yard capacity. In addition, the end product must be marketed so additional trucking will be required. Because of this large truck traffic, suitable all-weather roads must be available or budgeted for construction. If the marketing is to be through on-site sales to local customers, ease and convenience of access must also be considered. Therefore, close proximity to the local population but with a certain level of isolation is desired.



Figure 5-1 Transportation

C. Drainage and Water Table

The ideal outdoor compost site should have a slope of 1-3% to reduce ponding. In addition, the site should be located so no off-site water is allowed to run onto the site. Some form of water containment will likely be required to prevent runoff of the site from entering streams or other water sources. In many parts of Kentucky, sinkholes are another obstacle in site selection. No runoff shall be allowed to flow into these sinkholes.

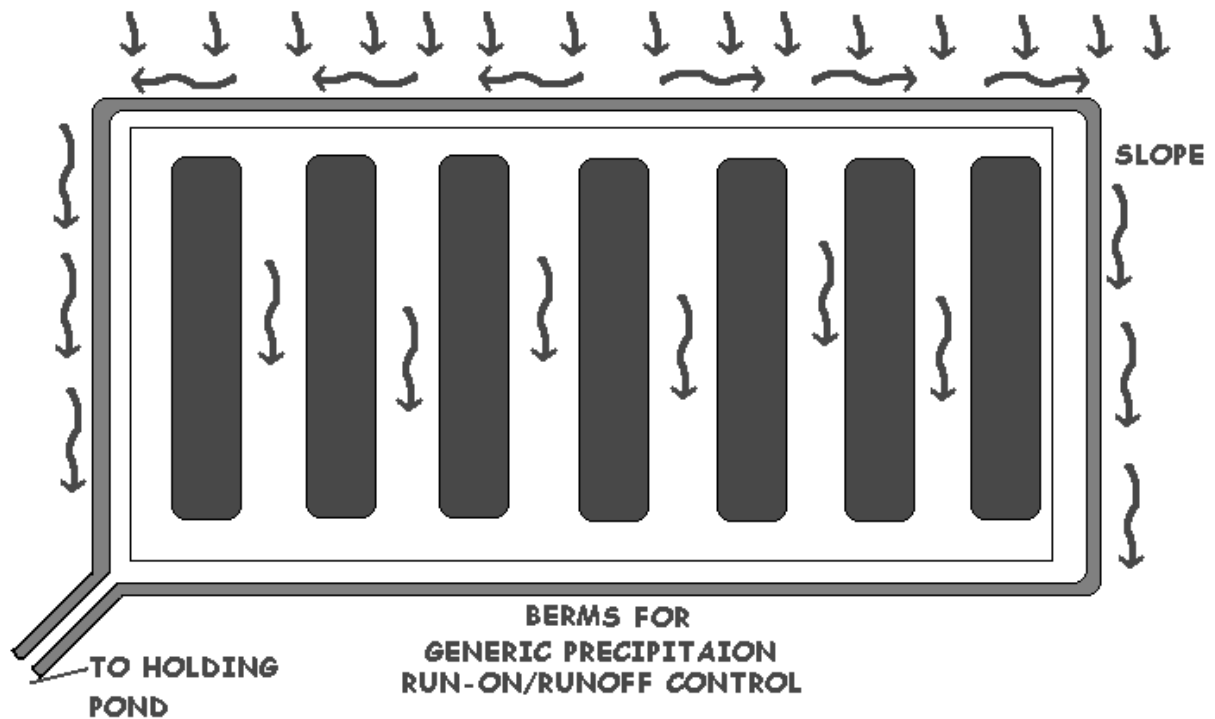


Figure 5-2 Generic Run-on/Runoff Site Plan

As an in-vessel-composting site will likely be located under roof, runoff is of less concern. However, large buildings with adjoining blacktop-parking areas may present major water control problems. Some communities require detention or holding ponds for this water. Check with local agencies prior to construction.

No compost site should be located where either a high water table or flooding is likely to cause standing water to come in contact with the material being composted. The

USDA Soil Conservation Service can provide advice on drainage and percolation of the soils being considered for a composting site.

D. Neighboring Land Use

Some type of buffer zone is needed around a compost site. While proper management will keep odors to a minimum, some odors will be developed, especially during the windrow turning operations. The noise and dust created by the truck and heavy equipment operations should also be considered in determining the buffer zone. A minimum of 500 feet between the composting site and the nearest residence is recommended. A row of trees helps greatly in serving as a visual and sound screen for a compost site.

In-vessel composting will normally be less of a potential problem for the surrounding community, but even this system can produce undesirable odor and noise problems.

E. Water

Due to their high moisture content, the composting of leaves and grass may require no additional water. However, to compost woody materials, additional water is frequently required. Some of this additional moisture requirement may be met with the moisture in sewage sludge if this material is incorporated in the compost. However, a good water supply should be available at any composting site. When a building is involved, fire codes should be checked to determine if there are stated water requirements. A nominal water supply is needed for equipment maintenance and cleanup.

F. Security

Security at a compost site is not likely to be a major concern. However, some form of security is needed to prevent theft and vandalism to equipment and illegal dumping of unwanted materials. A secure building for equipment and a fence and gate with lock may be adequate. Restriction of public access at compost facilities is required by state regulations.

Safety

Safety should always be of major concern when working around heavy equipment, areas with a combination of moisture and electricity, and where automated equipment may be operating. All of these conditions may exist at a compost site. Most areas at a compost site may be declared a “hard-hat” area. Check with appropriate authorities on this issue. It is also a good safety practice to have two or more individuals at a site when equipment is being operated. A telephone or radio system at the site will add to the safety.

Continual exposure to the dust, spores, and vapors of the compost should be avoided. When working at an outside operation, one may be able to reposition equipment to keep operators “up-wind” and free of dust and odors. However, some sites may require masks or other respiratory aids. Eye and ear protection devices may also be needed. All machinery should have fire extinguishers or have easy access to fire extinguishers.

One should check with local safety officials during the planning stage of a compost site to assure that all appropriate safety features are built into the system. In addition, a continual monitoring and reporting system should be part of the overall safety program.

Safe operation of composting activities is only possible with the complete cooperation of all personnel participating in the operation. This cooperation will only be achieved if there is a mutual trust and respect between members of management and labor. Concern for the welfare of all employees must be evident to maintain a safe workplace. A safe workplace does not mean a workplace free of all risks. It does mean a workplace where every attempt is made, by all involved, to recognize and minimize hazards and to train each employee in the proper procedures to manage those hazards.

Composting operations will involve certain risks because of the potential for encounters with heavy equipment used in processing, transportation hazards during

collection, foreign materials contained in raw materials, vectors, pathogens, noise, dust, and fire. Composting activities will involve risk, but those risks do not need to be unreasonable. Fairness to workers requires that a thorough understanding of the risks and hazards present be conveyed to them and that workers receive training to deal with potential hazards.

The economic impacts of unsafe operations cannot be ignored. The direct cost of treatment for injuries or disabilities, employee death, increased insurance cost, equipment and facility damage, as well as the damage to worker morale and productivity will negatively impact the success of the operation. The effects of accidents and unprotected exposure to occupational hazards can and will overwhelm operational budgets.

In addition to fairness and economic concerns, safety on the worksite is mandated by U.S. Occupational Safety and Health Administration regulations. The regulations contained in 29 CFR Part 1910 have been adopted by the Kentucky Occupational Safety and Health Standards Board as 803 KAR 2:300 through 2:320. OSHA regulations require employers to make employees aware of hazards they face in the workplace. Additionally, they must be trained to respond to those hazards in a safe manner. While it is not in the scope of this manual to address all regulatory requirements, we will consider some of the basics.

Compost Operation Safety Programs

The day-to-day operations at a composting facility can be developed by evaluating the hazards encountered in the normal workday, developing procedures to reduce those hazards, and implementing those procedures through a comprehensive safety program. We can generally divide associated hazards into three broad categories; these are chemical, physical and biological. We will examine the chemical hazard first.

1. Chemical Safety

a. Employee Right to Know (29 CFR 1910.1200)

The first step in developing a safety program is to identify all chemical hazards and to ensure that all employees are informed. This means that employees have the right to know the identity of all hazardous chemicals they will encounter in the workplace, understand the health effects of exposure, and know and understand how to work safely with those materials. This information must be provided in writing. Generally, there are not a great number of hazardous chemicals or materials on a composting site. However, a survey and inventory should be conducted to assure the proper Materials Safety Data Sheets are available.

The Employee Right to Know Program must include the following elements:

1. All hazardous materials in the workplace must be identified.
2. Material Safety Data Sheets (MSDS) on all identified hazardous chemicals must be prepared and placed in a notebook accessible to all employees at the site.
3. Employees must be trained on the requirements of Right-to-Know legislation, the content and purpose of MSDS, and how to access all information related to the workplace.
4. All containers at the worksite must be appropriately labeled to describe contents and have appropriate hazard warnings.
5. Employees must be trained in how to handle and manage the hazards to which they could be exposed.

b. Material Safety Data Sheet (29 CFR 1910.1200)

Materials Safety Data Sheets shall be in English, available for all hazardous materials on site and shall contain the following information:

1. The chemical manufacture's name, address and emergency telephone number, the chemical name, trade name, and chemical formula.

2. The physical and chemical characteristics of the hazardous chemical (such as vapor pressure, flash point).
3. The physical hazards of the hazardous chemical, including the potential for fire, explosion, and reactivity.
4. The health hazards of the hazardous chemical, including signs and symptoms of exposure, and any medical conditions which are generally recognized as being aggravated by exposure to the chemical.
5. The primary route(s) of entry.
6. The OSHA permissible exposure limit, ACGIH Threshold Limit Value, and any other exposure limit used or recommended by the chemical manufacturer, importer, or employer preparing the material safety data sheet, where available.
7. Whether the hazardous chemical is listed in the National Toxicology Program (NTP) Annual Report on Carcinogens (latest edition), or has been found to be a potential carcinogen in the International Agency for Research on Cancer (IARC) Monographs (latest edition), or by OSHA.
8. Any generally applicable precautions for safe handling and use which are known to the chemical manufacturer, importer, or employer preparing the MSDS, including appropriate hygienic practices, protective measures during repair and maintenance of contaminated equipment, and procedures for clean-up of spills and leaks.
9. Any generally applicable control measures that are known to the chemical manufacturer, importer, or employers preparing the MSDS, such as appropriate engineering controls, work practices, or personal protective equipment.
10. Emergency and first aid procedures.
11. The date of preparation of the MSDS or the date of the last change made.

c. Protection From Chemical Hazards

Once information on the chemical hazard has been obtained, the employer and employee can select the proper personal protective equipment. Hazardous materials may enter the body by inhalation (most common), ingestion, absorption through the skin or eyes, or injection.

General guidelines for protection from chemical hazards include:

1. Following proper procedures and using personal protective equipment.
2. Adequate knowledge of the materials used.
3. Frequent decontamination of personnel and equipment.
4. Caution against: unprotected contact with hazardous materials; walking through puddles or into clouds of unknown vapors; consuming food, water, or smoking cigarettes contaminated by contact with gloves, equipment, or unwashed hands.

2. Physical Hazards

Physical hazards abound at compost operations from exposure to large equipment, as well as many relatively minor injuries such as cuts, strains, sprains, bruises and abrasions. These injuries occur as a result of slips and falls, improper lifting, incautious backing of equipment, and improper use of hand or power tools. While these injuries are generally minor, serious injuries or deaths may result. Prolonged exposure to loud noises may permanently damage hearing. Exposure to heat and cold may cause heat stroke or frost-bite; and, can lead to indirect effects such as fatigue, dizziness, and confusion which in turn can lead to accidents, injuries, and death.

General guidelines for protection from physical hazards include:

1. Use proper protective equipment such as hearing protection, hardhats, steel-toed boots, safety glasses, and gloves.

2. Maintain equipment in safe working conditions: perform regular preventive maintenance on heavy equipment, replace frayed electrical cords on hand tools, replace broken handles on shovels, rakes, hammers, etc.
3. Keep guards properly adjusted and in place on rotating and moving equipment such as power takeoffs.
4. Practice good housekeeping by keeping the work area clean and free of debris and excess water.

3. Biological Hazards

Exposure to biological hazards is always a possibility. Appropriate precautions must be taken. While a yard waste facility may seem, at first glance, free from the possibility of exposure, this may not be the case. Closer examination reveals materials such as glass, metals, used needles, and other sharp objects that may offer a significant risk of puncture to the skin, thus introducing pathogenic organisms into the body. These organisms may arise from human or animal sources that have contaminated the yard waste.

Wastewater composting operations represent an additional risk as the materials are of direct human origin and very likely to contain pathogenic organisms, at large concentrations, especially during the beginning of the process.

Additionally, the process of composting may encourage the growth of a number of molds and fungi that act as allergens. There is also the possibility of exposure to blood borne pathogens from injured personnel if proper precautions are not followed.

It is important that all employees are aware of the possibility of exposure and that steps are taken to reduce risk factors. As with the risk from chemical and physical hazards, selection of the proper personal protective equipment and personal hygiene will greatly reduce the risk of biological exposure.

General guidelines for protection from biological hazards include:

1. Avoiding direct contact with suspect materials.
2. Wear latex or vinyl gloves, under work gloves, when in immediate contact with suspect materials.
3. Training for all personnel in blood borne pathogen protection.
4. Use of proper respiratory protection for personnel exposed to dust and debris in the processing of materials.
5. Employee availability to hand washing, shower and toilet facilities.

Trouble Shooting

Every composting site will develop some problems. However, most of these can be avoided with proper facility site selection, design, operation, maintenance, and good management practices. Unfortunately, many problems will get worse over time if no corrective measures are taken. Therefore, early detection and correction are important. Some of the more common problems associated with compost sites are as follows:

A. Odors

Undesirable odors are the most common and serious problem of composting. Odors may arise from content of the materials received, handling of the materials after receiving, and management practices followed during composting. If materials with a high potential odor such as manure or sludge are likely to be stored and handled at the site, it is important to isolate the site from residences and to maintain wide buffers of trees and shrubs on the site.

Some materials hauled to the site may have been exposed to previous processes that tend to generate a high level of volatile compounds or odors. Alternatively, materials may have been mishandled to allow some decomposition that gives off odors. Some odors can be generated from improper handling or storage of the materials after they arrive at the compost site. If materials are stored outside and allowed to become wet, they can start to heat up or go anaerobic before being placed into the actual composting process. Many of these problems can be fixed by allowing only certain materials to be received at the site, or by being able to handle a variety of materials once they are received. For example, fresh grass clippings need to be incorporated or spread out and dried to avoid rapid decomposition and to keep them from going anaerobic. The latter will usually require more knowledge, space, equipment, and personnel for handling materials. This is why many composting sites have restrictions on what materials are composted.

It is important to understand the composting process in order to minimize potential odors at the site. In general, the site manager and personnel should focus on such factors as temperature, aeration, and moisture in maintaining good management practices. Scheduling turning to take advantage of favorable wind direction, when possible, may help in reducing odor complaints. Turning compost during the middle of a weekday, when nearby residents are inside or at work, may help as opposed to turning on Saturday or Sunday. Turning close to evening, when air tends to be moister and moves to lower areas of the landscape, will trap and move the odor causing more complaints.

Several chemicals have been evaluated to help reduce odors. Usually these need to be applied at the time of storage and after each turning of the compost. These multiple applications can add significant cost to the operation.

B. Run-on and Runoff

Proper site selection is by far the best solution to controlling water run-on and runoff. The site should be designed in such a manner that no outside water flows onto the site. Terraces or berms may be constructed to divert water around the site. Such terraces or berms need to have gently sloping banks so they can be seeded with grass and mowed easily with large equipment. It is important to keep the site attractive.

Runoff from a site may need to be collected in a specially designed and constructed catchment basin. This water should not be allowed to enter streams, wells, or sinkholes. Runoff water that has come into contact with compost has the potential to contain high levels of suspended solids, be significantly low in dissolved oxygen, and have a high biochemical oxygen demand (BOD) due to the high organic content of the water. The combination of high suspended solids, low dissolved oxygen, and high BOD may adversely impact streams, ponds, and lakes resulting in the death of fish and other aquatic life. Therefore, some form of containment is often necessary (check permit requirements for details). The construction of

terrace channels, holding ponds, or catchment basins to control runoff may satisfy this requirement. The USDA Natural Resources Conservation Service can help in construction design specifications. Terrace channels and pond banks should be constructed to facilitate mowing and maintenance.

The use of 50-75 foot vegetative buffer strips above the channels and holding ponds will act as a filter to remove most suspended solids and nutrients. Proper control of suspended solids and nutrients will prevent silting in the holding pond and help control eutrophication of the pond and downstream receiving waters. Eutrophication is the process by which a body of water becomes rich in dissolved nutrients, thereby encouraging the growth and decomposition of oxygen-depleting plant life and resulting in harm to other organisms.

Water collected in the holding ponds may be allowed to evaporate or be recycled back into the composting process. If the water is to be discharged into a receiving stream, a Kentucky Pollution Discharge Elimination System Permit (KPDES) from the Kentucky Division of Water KPDES Branch may be required. If the construction of terraces, berms, or ponds take place in or near the floodplain, prior permission from the Kentucky Division of Water Floodplain Management Section will be required.

C. Erosion

Surface erosion is best controlled by proper site selection. Sites should be selected with a 1-3% slope (1 to 3 feet drop per 100-ft. horizontal distance) to facilitate controlled drainage. While it will not be possible to maintain vegetative cover on the working area, a well-established vegetated buffer should be established around the perimeter of the site. This will help minimize the flow of water across the site, and therefore, erosion. In seasons where no composting activity is taking place, compost can be used as surface cover to restrict surface water flow and help reduce erosion.

D. Temperature

Low temperature generally indicates that composting is not proceeding very quickly. There are several possible causes for low temperatures. First, the oxygen level may be too low. Turning and aeration should correct this. Another potential for low process temperatures is that the moisture level may be too low for microorganism growth. This will require additional water to be added. Excessive moisture may also cause low process temperature due to anaerobic conditions. Turning the materials may be required to allow the excess water to be evaporated, or it may be necessary to add a bulking agent with a larger particle size. If piles are too small, not enough insulation is being provided to maintain internal heat. In such a situation, combining two or more piles or windrows may be the answer.

If the material being composted has a high C:N ratio, not enough nitrogen is present for good microbe development. In this case, additional nitrogen needs to be added to re-establish microbe growth and heat development.

As previously discussed, extremely high temperatures are also detrimental to composting. If the process temperature rises above 140°F, the most common method to reduce the temperature is to turn or mix the materials. This allows the heat to escape and cooler air to enter. In static pile systems, the air circulation may need to be reversed. Optimum sizing of piles, windrows, and static systems, will vary with the materials involved, the stage of decomposition, and the season of the year. Specific temperature requirements for meeting the Process to Further Reduce Pathogens (PFRP) in septage and biosolids are contained in 401 KAR 45:100 (Section 12) and 40 CFR 503, Appendix B.

E. Litter

Wind blowing most yard waste is normally a minor problem. Even leaves delivered to a compost site tend to stay in one place quite well. Once material has been ground and

mixed, it is even more stable. Proper handling of incoming materials or the installation of a fence around the site will reduce problems with escaping materials.

Paper is more prone to movement by wind and may develop into somewhat of an eyesore if not handled correctly. It may be necessary to restrict the grinding of paper to an indoor site, grind only on windless days, or mix with materials that have a very high moisture content.

F. Dust

Dust may become a problem from two sources: trucks creating dust as they travel the roads leading to the site, and dust developed at the site during composting activities. Dust from the roads can be best corrected by providing improved surfaces. It is important that traffic be able to enter and exit the site during all types of weather. Blacktop, asphalt, or a densely compacted surface is essential. Sprinkler trucks may be needed to control dust during periods of heavy traffic flow or on dirt and gravel roads.

Dust from the operation may arise if the materials are allowed to dry below the recommended moisture concentrations. It is essential to have water available to add to the compost and wet the working area. It may also be necessary to restrict operations due to windy conditions. Proper site selection will also help control and prevent dust problems.

G. Fire

As with dust, the danger of fire is greatly reduced if the materials received at the compost site are high in moisture content. Temperatures reached during the composting process are not adequate to produce spontaneous combustion if the proper moisture content and management practices are followed. Even after taking these precautions, steps must be taken to prepare for the possibility of fire. All transportation and process equipment should be equipped with fire extinguishers. A water source should be available for fire suppression. Communication by telephone or radio to the local fire service is a necessity. It is also

recommended that the local fire service visit the facility to become familiar with the layout of the operation. Proper maintenance of equipment, including frequent removal of leaves and debris from engines and exhaust systems, will also greatly reduce the possibility of fire. Maintaining proper distances between windrows will allow for operation of equipment to isolate hot spots in case of fire. Additionally, a no smoking policy, access control to prevent vandalism, and keeping the buffer zones and perimeters well mowed will reduce the potential of fire.

H. Vectors

A vector is an organism that can carry and transmit disease from one point to another. Vectors around a compost site are seldom a problem if proper management is maintained. Some materials such as food waste, animal manures, and wastewater biosolids may require additional care to control vectors such as insects and rodents. Immediate incorporation of these materials or covering the materials with sawdust or mature compost, or placing them in containers will help reduce problems. Materials not suitable for composting should be separated and disposed of immediately to reduce habitat and food for rodents and insects.

Limiting standing water at the site will control the breeding of mosquitoes and transmission of the diseases they carry. Removal and proper disposal of old tires, barrels, and other containers will further eliminate mosquitoes breeding habitats. Attention must also be given to catch basins and holding ponds. The use of natural control systems, such as frogs and fish or commercially available environmental friendly pesticides in water catchments, may help in controlling mosquitoes. If the water will be re-circulated into the composting system, always make sure the pesticides will not harm the compost microbial population and will maintain no residual in the final product.

I. Noise

The noise created by heavy trucks, loaders, and other large equipment can become a significant problem if the composting site is improperly located. Screening the site with trees will absorb much of the sound. All equipment should be kept in good working condition with mufflers in place. Timing operations to avoid early morning, late evening, and weekend operations may help reduce complaints. All operators and other employees should be provided with appropriate hearing protection devices. A very common complaint by neighbors is about the incessant “backup warning beeps” of loaders and other equipment.

Study Questions – Chapter 5

1. Two of the first items to be examined in the compost site selection process are local ordinances and zoning codes.
 - a. True
 - b. False
2. Because of large truck traffic, composting facilities should have _____.
 - a. All-weather roads
 - b. Signage
 - c. Speed bumps
3. The ideal outdoor compost site should have a slope of 1-3% in order to reduce _____.
 - a. Odors
 - b. Blowing litter
 - c. Ponding of water
 - d. Transportation costs
4. Diversion of site runoff to sinkholes is an acceptable option to improve site drainage.
 - a. True
 - b. False
5. Which is not a benefit of creating a buffer zone around a compost site?
 - a. Reducing noise
 - b. Providing a visual screen
 - c. Reducing odors
 - d. Fewer accidents

6. Which of the following is not a reason to have security at a compost site?
- a. Preventing theft and vandalism
 - b. Preventing illegal dumping
 - c. Improving traffic flow
 - d. Complying with state regulations
7. Which of the following is a good option for reducing workers' exposure to dust and other air contaminants?
- a. Taking frequent breaks
 - b. Keeping personnel up-wind from equipment
 - c. Keeping the compost saturated with water at all times
8. When considering facility siting, a high water table is a desirable feature.
- a. True
 - b. False
9. Which of the following is not a way to reduce odor problems at a composting facility?
- a. Designing the site with wide buffers
 - b. Restricting the types of materials accepted at the site
 - c. Quickly incorporating raw materials into the compost
 - d. Turning materials on the weekends only
10. Runoff water has the potential to contain high levels of dissolved solids and high biochemical oxygen demand.
- a. True
 - b. False

11. A way to remedy low temperatures and excess moisture in compost is:
- a. Turning to improve aeration
 - b. Adding fresh grass clippings
 - c. Adding extra diversion berms
 - d. b and c
12. Which of these is not good fire prevention or fighting strategy for a composting site?
- a. Having fire extinguishers for each piece of equipment
 - b. Maintaining adequate space between windows
 - c. Having a water source at the site
 - d. Only accepting sewage sludge as a source material
13. An organism capable of spreading or transmitting disease is called a _____.
- a. Heavy metal
 - b. Buffer
 - c. Vector
 - d. Substrate
14. Material safety data sheets (MSDS) on all identified hazardous chemicals must be available to employees at a compost facility.
- a. True
 - b. False
15. Hazardous materials may enter the body by which of the following routes?
- a. Inhalation
 - b. Ingestion
 - c. Absorption
 - d. All of the above

16. Which of the following is not a method to reduce physical hazards?
- a. Using proper protective equipment like steel-toed shoes and hardhats
 - b. Perform regular maintenance on equipment
 - c. Wearing gloves when working with solvents
 - d. Keep the working area clean and free of excess water
17. Turning a compost pile can result in the release of spores from molds and fungi.
- a. True
 - b. False

This page left blank intentionally.

Chapter 6: PERMITTING PROCESS

Chapter 6 Learning Objectives

1. Understand the type of permit required for the different types of material being accepted.
2. Explain requirements of solid waste Registered Permit-by-Rule sites.
3. Know the steps in the application process.
4. Differentiate between type A and type B facilities.
5. Understand additional permit requirements.

The permitting process for operation of a composting facility differs between solid waste composting facilities and special waste composting facilities. Solid waste composting facilities, which handle materials such as manure and yard waste, require a Registered Permit-by-Rule while special waste composting facilities, which compost sludges, are required to obtain a full permit.

A. Solid Waste Registered Permit-by-Rule

Solid waste composting facilities must register with the Division of Waste Management by completing and submitting form DEP 7059A, Registered Permit-by-Rule for a Solid Waste Composting Facility. At least two weeks before the completed application is submitted to the Division, the applicant must publish a notice in a daily or weekly newspaper of general circulation where the proposed facility is to be located. Once the application is received, the registration becomes effective in five business days unless it is denied. If the registration is not denied in five business days, the facility can legally operate before receiving written approval from the Division. However, the operation must comply at all times with the Environmental Performance Standards set forth in 401 KAR 30:031 (see Appendix). The registrant must also ensure that the operation complies with any local land use regulations and/or zoning ordinances. A permit from the Division of Waste Management does not relieve the permittee from the responsibility of obtaining any other permits, licenses, or approvals required by this Division or other state and local agencies.

For these and other reasons, registrants often prefer to wait to begin operations until the state responds to their registration with written approval. There are no permitting fees for this type of registration. A public meeting may occur if the Division receives a request for a meeting because of the public notice. Additionally, any person who feels they are aggrieved by the operation of the compost facility may petition the Cabinet to demand a hearing that

could result in modification or revocation of the registration. Therefore, the applicant may want consider conducting a public meeting if it is thought that the proposed operation might be controversial to the public -- even if such a meeting is not initiated by the Division.

Once the application for a registered permit-by-rule is reviewed by the Division, and found to be complete, the registrant will be issued a registration number. Quarterly and annual reports are required to be submitted to the Division. Quarterly and annual reports must be on a form approved by the Division (DEP 7108).

The registrant may make modifications to the approved registration, such as adding an additional source of material, by submitting a revised registration to the Division. The Division may also make modifications after approval if such modifications are determined necessary to provide adequate protection to human health and the environment. A solid waste composting permit lasts for the life of the facility unless revoked. When the facility is no longer in operation, the permittee must send a request to the Division for closure.

B. Special Waste Formal Permitting Process

Special waste composting facilities must obtain a full operating permit. The facility must apply for the permit in two phases: the first phase is to complete and submit Form DEP 7021A (Notice of Intent to Apply for a Landfarming or Composting Permit); the second phase is to complete and submit form DEP 7094D (Application for a Special Waste Composting Facility Permit) and form DEP 7094J (Past Performance Information).

1. Notice of Intent

The Division will review of the Notice of Intent to Apply and notify the applicant that the facility is deemed to be either a Type A or a Type B facility. The distinction between Type A and Type B facilities is determined by the anticipated volume of waste to be processed and the concentration of parameters in the special waste to be processed.

Type A facilities have a higher concentration of “listed” parameters and volumes. These requirements are found in 401 KAR 45:100 Section 2. Type A facilities are subject to provisions for public participation during the permitting process; posting of financial assurance (for privately owned facilities only); surface and groundwater monitoring in accordance with 401 KAR 45:160; and the post-closure requirements of 401 KAR 45:100 Section 4.

Type B facilities have lower concentrations of the listed parameters and volumes. Regulatory requirements for Type B facilities are not as extensive as Type A facilities, but still require a Notice of Intent and Formal Application prior to beginning construction and/or operation.

KRS 224.50-760 requires any facility composting wastewater treatment sludge or water treatment sludge, whether Type A or Type B, to publish a public notice. KRS 224.50-760 also defines composting of wastewater or water treatment sludge as an industrial process, meaning such a facility must locate in an industrial zone. Applicants must investigate local zoning ordinances to ensure no violation will occur due to the location of the compost facility. Cities, counties, public and private schools, and special districts (as defined by KRS Chapter 65) are exempt from the industrial zoning requirement.

2. Application for a Formal Permit

When the Division completes its review of the Notice of Intent and makes a determination on the waste classification, the applicant shall then submit forms DEP 7094D and DEP 7094J. After being notified, by the Cabinet, that the application is complete, the permit applicant shall publish a public notice supplied by the Cabinet. This notice shall be published in a daily or weekly local newspaper, of major circulation, where the proposed

facility is to be located. This applies to all Type A and Type B permit facilities where the special waste to be composted is water or wastewater treatment sludge.

The Cabinet now begins the technical review of the application. Upon completion of the technical review, a final determination is made by the Cabinet to issue a draft construction permit or a notice of intent to deny. Type A facility applicants will be required to publish a second public notice at this time. The particulars of the public information procedures are found in 401 KAR 45:050.

After the close of the public comment period, the Cabinet shall issue a final permit decision to issue or deny the construction permit. Once construction is completed, certification will be needed from the Division that all specifications for construction have been met. At this point, Type A privately owned facilities will be required to post financial assurance for closure as specified in 401 KAR 45:080. Publicly owned facilities will be required to submit an approved budget that demonstrates the required funds for closure have been secured. Type A facilities must also post financial assurance for post-closure. The estimates for closure and post-closure are calculated based on criteria established in 401 KAR 45:080 Sections 2 and 3. Financial assurance for closure and post-closure must be submitted to the Cabinet on approved forms.

Once financial assurance has been posted with the Cabinet and the applicant has submitted the required fees, a construction/operation permit is issued. Construction/operation permits shall be effective for a fixed term not to exceed ten years.

3. Permit Review and Renewal

The Division shall review the conditions of the permit after five years and modify the permit as necessary. An application to renew a construction and/or operation permit shall be submitted to the Division at least 180 days before expiration of the permit. Persons applying

for renewal of a permit shall use form DEP 7095, Application for the Renewal of a Formal Permit.

4. Closure

After permanently ceasing to accept waste at a Type A or Type B composting facility, the closure report as specified in 401 KAR 45:100 Section 4 shall be submitted to the Division.

Type A facilities shall commence a two-year post-closure monitoring and maintenance period starting the first day after the facility permanently ceases accepting waste. The owner or operator shall conduct groundwater and surface water monitoring as required by the facility's approved groundwater and surface water monitoring plan, and the terms of the operating permit. Type B facilities are not subject to the post-closure requirements.

At the conclusion of the two year post-closure period, the owner or operator shall submit a certification that post-closure is complete and that the site or facility complies with all post-closure requirements. Any environmental remediation or corrective action for groundwater contamination shall be performed by the permittee before the composting facility's post-closure is certified by the Division. Upon certification, the Division shall release the financial assurance bond.

C. Additional Permit Requirements

Other permitting standards for special waste permits include modification, suspension, revocation, and transfer of permits. Guidelines for these actions are found in 401 KAR 45:040.

Solid waste composting facilities are subject to the permit fees specified in 401 KAR 47:090. Special waste composting facilities are subject to the fee schedule in 401 KAR 45:250. Kentucky Revised Statutes authorize the Cabinet to provide, by regulation, a

reasonable schedule of fees for the cost of processing applications for permits, permit renewals, permit modifications, or permit transfers. These fees do not apply to publicly owned facilities.

All compost facilities are subject to the stormwater monitoring requirements of 401 KAR Chapter 5. Construction of ponds requires either a KPDES (KY Pollution Discharge Elimination System) permit or a KNDOP, (KY No Discharge Operational Permit). The KY Division of Water should be contacted for information on these requirements.

Effective August 24, 1995, anyone engaged in activities that have the potential to pollute groundwater is required to develop and implement a Groundwater Protection Plan (GPP). This applies to all commercial businesses, municipal, county, and federal governments, and private citizens. Activities associated with composting operations and the land application of solid and special waste also require the development and implementation of a GPP. Additional information related to GPPs is located in the Appendix.

Study Questions – Chapter 6

1. A solid waste composting facility is required to obtain a _____.
 - a. Permit-by-Rule
 - b. Registered Permit-By-Rule
 - c. Notice of Intent
 - d. Formal permit
2. Pond construction at a facility requires what kind of permit from the Division of Water?
 - a. LOW
 - b. NOV
 - c. KPDES
 - d. FLOW
3. What kind of special waste composting facility composts waste with higher metals levels?
 - a. Type A
 - b. Type B
 - c. Type C
 - d. None of the above
4. Solid waste composting facilities are not required to comply with the environmental performance standards.
 - a. True
 - b. False
5. What kind of special waste composting facility does not have post-closure requirements?
 - a. Type A
 - b. Type B
 - c. Both Type A and B
 - d. None of the above

Appendix A: CONTACTS BY TOPIC

Contacts by Topic

The Division of Compliance Assistance is now responsible for the implementation of the landfarm certification. The Division of Waste Management is still responsible for the permits, annual review and reporting requirements. The information below offers the reader a contact person for various areas of assistance.

Division of Compliance Assistance

Phone Number: 502-564-0323 or 800-926-8111

Fax Number: 502-564-9720

- Certification (training, testing & fees)
- Compliance Assistance
- Open records requests related to certification
- Regulations related to certification

Lisa Butler
Kenya Stump
Julia Kays
Julia Kays

Division of Waste Management

Phone Number: 502-564-6716

Fax Number: 502-564-3492

- Technical assistance on permits
- Landfarm & Compost
- Annual review assistance

- Solid Waste Landfills

- Forms and fees not related to certification;
 Bonding and reporting requirements

- Open records requests related to facilities
- Regulations related to facility requirements
- Complaints
- Facility inspections
- Enforcement

Ron Gruzesky
Bob Bickner
Frank Whitney
Robin Green

Ron Gruzesky
Lindsey Briggs
Ken Melton

LeMoyne Pilcher
Anita Young
Stephen Kempf
John Arnett
Deborah DeLong

Tina Fisher
Cassandra Jobe
Duke York
Jon Maybriar
Jeff Cummins (502-564-2150)

DWM Field Offices

Field Offices	Phone Number	Office Supervisor
Bowling Green	270-746-7475	Todd Johnston
Columbia	270-384-4735	John Rogers
Florence	859-525-4923	Michael Fant
Frankfort	502-564-3358	Richard Thomas
Hazard	606-435-6022	Greg Eldridge
London	606-330-2080	Bill Belcher
Louisville	502-429-7120	Keith Sims
Madisonville	270-824-7532	Larry Tichenor
Morehead	606-784-6634	Karen Hall
Paducah	270-898-8468	Marjorie Williams

This page left blank intentionally.

Appendix B: GLOSSARY

Glossary

AERATED PILE COMPOSTING: See Static Pile Composting

AEROBIC COMPOSTING: Decomposition of organic materials by microbes in the presence of oxygen.

ANAEROBIC DIGESTION: Decomposition of organic materials by microbes in the absence of oxygen.

BUFFER ZONE: Area of land between the composting facility and homes or other sensitive land uses, which shields these adjoining uses from the impact of the operation. The buffer zone should include vegetation.

COMMERCIAL SOLID WASTE: All types of solid waste generated by stores, offices, restaurants, warehouses, and other service and non-manufacturing activities, excluding household and industrial solid waste.

COMPACTION: Compressing of waste to reduce its volume. Compaction allows for transport that is more efficient.

COMPOST: Materials resulting from biological decomposition of organic waste.

COMPOSTING FACILITY: A facility that produces compost using some organic materials from a waste stream.

COMPOSTING PAD: An area within the composting site with a surface upon which the organic materials are processed.

CONTAMINANT: A substance capable of polluting a primary material by contact or mixture.

CUBIC YARD: The standard measure of waste volume, which roughly assuming an average rate of compaction.

CURING: The final stage of compost processing, after much of the readily metabolized material has been decomposed, in which the compost material further stabilizes.

DISEASE VECTOR: All insects, birds, rodents or other organisms capable of transmitting pathogens (disease causing organisms).

EPHEMERAL STREAMS: A stream that flows only in direct response to precipitation (rain, or melting snow and ice) in the immediate watershed and has a channel bottom that is always above the local water table.

EUTROPHICATION: The enrichment of nutrients in water leading to excessive algae or plant growth, followed by death, subsequent decomposition and depletion of oxygen in the water.

FRONT-END LOADER: A tractor or other vehicle with power-driven loading equipment at the front. This equipment is sometime referred to as a bucket loader.

GRINDER: A mechanical device used to breakup waste materials into smaller pieces. Grinding devices include hammermills, shears, drum pulverizers, wet pulpers and rasp mills.

GROUNDWATER: Water contained in the zone of perennial saturation (phreatic zone). It is differentiated from water held in the soil in chemical or electrostatic bonds in the perennially unsaturated zone.

HEAVY METALS: Metallic elements with atomic weights greater than sodium (23) such as lead, mercury, cadmium, and zinc that tend to be toxic to humans, plants, and animals at relatively low concentration and tend to bioaccumulate.

HOUSEHOLD SOLID WASTE: Solid waste, including garbage and trash generated by single and multiple family residences, hotels, motels, bunkhouses, ranger stations, crew quarters and recreational areas such as picnic areas, parks and campgrounds.

INDUSTRIAL SOLID WASTE: Solid waste generated by manufacturing or industrial processes that is not a hazardous waste or a special waste as designated by KRS 224.868, including, but not limited to, waste resulting from the following manufacturing processes: electric power generation; fertilizer or agricultural chemicals; food and related products or by-products; inorganic chemicals; iron and steel manufacturing; leather and leather products; nonferrous metals manufacturing/foundries; organic chemicals; plastics and resins manufacturing; pulp and paper industry; rubber and miscellaneous plastic products; stone, glass, clay, and concrete products; textile manufacturing; transportation equipment; and water treatment.

INORGANIC: Solid matter in which there are no carbon-to-carbon bonds, such as minerals, which will not undergo biological decomposition.

LEACHATE: Any liquid including suspended or dissolved components in the liquid that has percolated through or drained from waste.

LEAVES: Seasonal deposition from deciduous or coniferous trees, shrubs, bushes and other plants contained in yard waste.

MUNICIPAL SOLID WASTE (MSW): Garbage, refuse, trash and other solid waste from residential, commercial and community activities.

NON-COMPOSTABLE: Materials that will not decompose biologically or whose decomposition products are toxic.

N:P:K RATIO: Refers to the ratio of nitrogen to phosphorus to potassium in a compost product.

ORGANIC WASTE: Waste composed of materials which contain carbon-to-carbon bonds and are biodegradable, including paper, wood, food waste and yard waste.

PATHOGENS: Organisms capable of producing infection or disease often found in waste materials. The high temperature sustained in the composting process reduces pathogens.

PERCOLATION: Downward movement of water through the pores or spaces in rock and soils.

pH: The measure of how acidic (pH less than 7) or basic (pH above 7) a materials is. A pH of 7 is considered neutral.

PUTRESCIBLE: Susceptible to rapid decomposition by bacteria, fungi, or oxidation sufficient to cause nuisances such as odors, gases, or other offensive conditions.

RESOURCE RECOVERY: A term used to describe the extraction of economically useful materials and/or energy from solid waste. Often refers to the burning of waste for energy.

RUN-OFF: Any rainwater, leachate, or other liquid that drains overland or into the groundwater from any part of a facility.

RUN-ON: Any rainwater, leachate, or other liquid that drains onto any part of the facility.

SCREENING: The process of passing compost through a screen or sieve to remove large organic or inorganic materials and improve the consistency and quality of the end product.

SHREDDER: “See Grinder”.

SOIL AMENDMENT/SOIL CONDITIONER: Means any substance which is intended to improve the physical characteristics of the soil, except commercial fertilizers, agricultural liming materials, unmanipulated animal manures, pesticides and other materials exempted by regulation.

SOLID WASTE: Any garbage, refuse, sludge, and other discarded material, including solid, liquid, semi-solid, or contained gaseous material resulting from industrial, commercial, mining (excluding coal mining waste, coal mining by-products, refuse and overburden), agricultural operations, and from community activities, but does not include those materials including, but not limited to sand, soil, rock, gravel, or bridge debris extracted as part of a public road construction project funded wholly or in part with state funds, recovered materials, special wastes as designated by KRS 224.868, solid or dissolved material in domestic sewage, manure, crops, or crop residue, or a combination thereof which are placed on the soil for return to the soil as fertilizers or soil conditioners, or solid or dissolved material in irrigation return flows or industrial discharges which are point sources subject to permits under Section 402 of the Federal Water Pollution Control Act, as amended (86 Stat. 880), or source, special nuclear, or by-product material as defined by the Atomic Energy Act of 1954, as amended (68 Stat. 923).

SPECIAL WASTE: Those materials of high volume and low hazard which include but are not limited to mining waste, utility wastes (fly ash, bottom ash, scrubber sludge), sludge from water treatment facilities and wastewater treatment facilities, cement kiln dust, gas and oil drilling mud, and oil production brines. Other waste may be designated special waste by the cabinet.

STATIC PILE COMPOSTING: A method of composting in which oxygen and temperature levels are mechanically controlled by passive or forced aeration.

SUBSTRATE: The organic material, on which the decomposing microorganisms live and feed.

VOLUME REDUCTION: The processing of waste materials to decrease the amount of space they occupy. Compaction, shredding, composting and burning are all methods of volume reduction.

WINDROW: An elongated compost pile, usually about 6 to 12 feet high and up to hundreds of feet long.

WINDROW COMPOSTING: The composting of organic materials in a series of elongated piles. The windrows are turned periodically to aerate and mix the waste materials to speed up decomposition and reduce odor.

YARD WASTE: Debris such as grass clippings, leaves, garden waste, brush and trees.

This page left blank intentionally.

Appendix C: OPERATOR CERTIFICATION REGULATIONS

Solid Waste Operator Certification Regulations

401 KAR 45:090. Special waste operator certification.

RELATES TO: KRS 224.01, 224.10, 224.40, 224.50

STATUTORY AUTHORITY: KRS 224.10-100, 224.40-100, 224.40-305, 224.40-605, 224.50-760

NECESSITY, FUNCTION, AND CONFORMITY: KRS Chapter 224 requires the cabinet to adopt administrative regulations for the management, processing, and disposal of special wastes. KRS 224.40-305 requires persons who establish, conduct, operate, maintain or permit the use of a waste site or facility to obtain a permit. This chapter establishes the permitting standards for special waste sites or facilities, and the standards applicable to all special waste sites or facilities. This administrative regulation establishes the program for education, testing, and certification of operators of special landfarming sites or facilities in accordance with KRS 224.40-605.

Section 1. Applicability. (1) The requirements of this administrative regulation apply to all special waste landfills, landfarms, and composting facilities operating under formal permits, as identified in 401 KAR 45:020, Section 2(1)(a) and (b).

(2) The owner or operator shall ensure that all technical operations at the special waste site or facility are conducted by or under the direction of an individual with a valid certification under this administrative regulation. The landfill, landfarming, or composting operator shall be reasonably available at the site or facility during operation.

(3) The certified operator shall ensure that all operations are conducted in compliance with this chapter.

(4) A special waste site or facility permit may be revoked or subject to other enforcement actions upon violation of the requirements of this administrative regulation.

Section 2. Transition of Certification. (1) Persons holding a valid certification for landfill manager, landfill operator, and landfarming operator under 401 KAR 47:070 shall be deemed to hold a valid certification under this chapter until the certification expires. At the time a certification expires, the certificate holder shall obtain special waste certification under this administrative regulation.

(2) Persons operating a special waste landfill who were not previously certified to operate a residual landfill under 401 KAR Chapter 47 shall obtain certification under this chapter within one (1) year of the effective date of this administrative regulation.

(3) Persons operating a special waste composting or landfarming site or facility shall obtain certification within one (1) year of the effective date of this administrative regulation.

Section 3. General Provisions for Landfills. (1) Each special waste landfill shall have a landfill operator certified in accordance with this administrative regulation.

(2) No special waste landfill shall operate in the absence of a certified operator without the appointment of an interim operator in accordance with Section 11 of this administrative regulation.

Section 4. General Provisions for Landfarming and Composting Facilities. (1) Each landfarming or composting facility shall have an operator certified in accordance with this administrative regulation.

(2) No landfarming or composting facility shall operate in the absence of a certified operator without the appointment of an interim operator in accordance with Section 11 of this administrative regulation.

Section 5. Application for Certification. (1) Persons desiring to be certified shall submit an application at least thirty (30) days prior to the scheduled training class. Applicants for training and examination shall use form DEP 6031 entitled "Application for Certification" (March 1992). The requirements contained in the application for certification are incorporated in this administrative regulation by reference. The application may be obtained from the Division of Waste Management, 14 Reilly Road, Frankfort, Kentucky 40601, (502) 564-6716, between the hours of 8 a.m. to 4:30 p.m., Eastern Time, Monday through Friday.

(2) The cabinet shall review applications and supporting documents, determine the eligibility of the applicant for examination, and notify the applicant of the determination.

(3) No person shall be eligible for examination for certification unless that person completes the appropriate training course provided by the cabinet, unless an alternative training program is accepted by the cabinet in accordance with Section 6 of this administrative regulation.

Section 6. Training Course Requirements. (1) The cabinet shall provide training courses for individuals desiring to become certified. All applicants for certification shall be required to attend a training course provided by the cabinet, unless alternate training is accepted under subsection (3) of this section.

(2) The training course shall address the technical and legal aspects of the facility type for which operator certification is sought.

(a) The training course for landfill operators shall include:

1. Permit application requirements for special waste landfills, including technical and administrative requirements;
2. Waste characterization;
3. Chemical and biologic reactions associated with the waste;
4. Hydrogeologic and engineering factors associated with the facility;
5. Operational requirements and achieving compliance with 401 KAR 30:031;
6. Duties and responsibilities associated with landfill management;
7. Requirements of this chapter as they apply to facility operation, including environmental monitoring, operations requirements, and maintaining compliance with 401 KAR 30:031;
8. Evaluating site suitability to receive wastes;
9. Environmental considerations in preventing violations of this chapter;
10. Maintaining equipment; and
11. Facility safety.

(b) The training course for landfarm and composting operators shall include:

1. Requirements of this chapter as they apply to facility operation and management;
2. Wastewater treatment processes;
3. Waste characterization;
4. Chemical and biological reactions associated with the waste;
5. Landfarming design and management;
6. Permit application requirements for special waste landfarms;
7. Environmental considerations in preventing violations of this chapter;
8. Achieving and maintaining compliance with 401 KAR 30:031;
9. Evaluating site suitability to receive waste;

10. Maintaining equipment;

11. Facility safety; and

12. Duties and responsibilities associated with operating a landfarm.

(3) The cabinet may accept alternate training courses, provided they result in a level of competence equivalent to that of participation in the cabinet's training course. It shall be the applicant's responsibility to submit documentation as the cabinet requires for an equivalency judgement of the alternate training course. This information shall contain at a minimum the following specifics: the course name; sponsoring agency; the date, location, and beginning and ending times of the course; a summary of the course content of sufficient detail to determine relevance and quality of the course; and a copy of the certificate received.

Section 7. Training and Examinations. (1) After training is complete, time shall be set aside for the purpose of examinations to determine the knowledge and ability of the applicant.

(2) Separate examinations shall be prepared to cover basic differences in the duties and responsibilities for the operation of each category of special waste site or facility.

(3) Applicants who fail to pass an examination may reapply for the examination at a regularly scheduled examination or by appointment with the cabinet. The cabinet shall require the applicant to attend the training session again if the applicant fails to pass the examination in three (3) attempts.

Section 8. Education and Equivalencies. (1) All applicants shall be evaluated by the cabinet as to education and experience as related to the appropriate category of special waste site or facility.

(2)(a) Applicants for landfill operator shall have completed high school, by graduation or by obtaining an equivalency certificate, and shall have a minimum of one (1) year of experience at a landfill facility.

(b) If an applicant for landfill operator does not meet the requirements of paragraph (a) of this subsection, the cabinet may consider the number of years of experience in operating a landfill or experience in a related field such as heavy equipment operator, road construction, surface mining.

(3)(a) Applicants for landfarming or composting operator shall have completed high school, by graduation or by obtaining an equivalency certificate, and shall have a minimum of one (1) year of experience at a landfarming or composting facility.

(b) If an applicant for landfarming or composting operator does not meet the requirements of paragraph (a) of this subsection, the cabinet may consider the number of years of experience in operating a landfarming facility or experience in a related field such as wastewater treatment or water treatment in determining eligibility for examination on a year-for-year basis.

Section 9. Issuance of a Certificate. (1) Certification may be issued to individuals upon meeting the minimum education requirements, work experience, and the course work requirements of this administrative regulation and passing the examination in accordance with Section 5 of this administrative regulation.

(2) Certification shall not be valid if obtained through fraud, deceit, or the submission of inaccurate data.

Section 10. Issuance of Certificate. (1) A certification shall be issued for a period of five (5) years, at the end of which the certification shall expire, unless renewed. Renewal procedures and requirements shall be the same as those for a new certification.

(2) The certification of an operator whose employment at a special waste site or facility terminates shall remain valid until expiration or revocation of certification.

(3) Certificates shall be carried on the person of the certified operator during working hours at the facility, or shall be prominently displayed at the facility office.

(4)(a) The cabinet may revoke the certification of an operator if the operator:

1. Has practiced fraud or deception;

2. Has failed to perform his duties under this chapter;

3. Has failed to use reasonable care and judgement in performance of his duties under this chapter; or

4. Has knowingly or willfully violated the requirements of this chapter.

(b) Individuals who have had their certification revoked shall be ineligible for future recertification.

Section 11. Interim Operators. (1) The permittee shall be responsible for actions of an interim operator. The permittee shall notify the cabinet in writing if the special waste site or facility will not have a certified operator for more than fourteen (14) consecutive operating days.

(2) Consecutive operating days, as used in subsection (1) of this section, shall be determined as any days:

(a) When the special waste site or facility accepts waste, operates equipment, or otherwise performs the business of special waste management; and

(b) That occur in sequence, regardless of whether nonoperating days such as weekends or holidays fall in between.

(3) The notification required by subsection (1) of this section shall be provided at least ten (10) days prior to an anticipated absence, and immediately upon discovery of an unanticipated absence. The notification shall contain:

(a) The name, address, and qualifications of the interim operator;

(b) The length of time for which the permittee seeks to have an interim operator rather than a certified operator; and

(c) Reasons for replacement of the certified operator with an interim operator.

(4) The cabinet shall evaluate the qualifications of the designated interim operator and shall notify the permittee of the cabinet's determination in writing within thirty (30) days of receipt of the permittee's notice. The determination shall:

(a) Approve, conditionally approve, or deny the permittee's request for designation of the interim operator;

(b) Identify the length of time an interim operator may operate the special waste site or facility; and

(c) Specify conditions as appropriate to the site and the interim operator's qualifications.

(5) An interim operator shall obtain certification under this administrative regulation within fifteen (15) months of becoming an interim operator.

(6) The cabinet may revoke the appointment of an interim operator in accordance with Section 10(4)(a) of this administrative regulation. Revocation shall render the person ineligible for operator certification under Section 10(4)(b) of this administrative regulation.

Section 12. Fees. (1) Fees for application for certification shall be:

(a) \$125 for application for certification as a landfill operator;

(b) \$125 for certification as a landfarming or composting operator;

- (c) Fifty (50) dollars for certification by reciprocity for all categories of operator; and
 - (d) \$100 dollars for attendance at the certification training without taking the examination.
- (2) Fees shall accompany applications and shall not be returned to those who do not qualify for a certificate. (18 Ky.R. 3094; Am. 3440; eff. 6-24-92.)

401 KAR 47:070. Operator certification.

RELATES TO: KRS 224.01, 224.10, 224.40, 224.43, 224.46, 224.70, 224.99

STATUTORY AUTHORITY: KRS 224.10-100, 224.40-605

NECESSITY, FUNCTION, AND CONFORMITY: KRS Chapter 224 requires the cabinet to adopt rules and administrative regulations for the management, processing or disposal of wastes. KRS 224.40-605 requires the cabinet to promulgate administrative regulations that establish standards and a certification program for operators of waste sites or facilities. This chapter establishes the permitting standards for solid waste sites or facilities, the standards applicable to all solid waste sites or facilities, and the standards for certification of operators. An overview of the permit program is found in Section 1 of 401 KAR 47:080. This administrative regulation establishes the program for education, testing, and certification of facility operators of solid waste sites or facilities.

Section 1. Definitions. The following are definitions as used in this administrative regulation:

(1) "Category of solid waste site or facility" means inert, residual, construction demolition debris, residential or contained landfill and includes landfarming facilities receiving Class I, II and III sludges or wastes.

(2) "Certificate" means a written document issued by the cabinet stating that the operator has met all requirements for certification.

(3) "Certified operator" means a solid waste site or facility operator who holds a valid certificate. The following are categories of certified operators:

(a) "Landfarming operator" means a certified operator who is the individual responsible for ensuring compliance with all permit conditions at a landfarming facility in accordance with 401 KAR 48:200, and who is reasonably available to the site;

(b) "Landfill operator" means a certified operator who is the individual responsible for the daily operating requirements identified in 401 KAR 47:120, 48:060, 48:090, or 48:170;

(c) "Landfill manager" means a certified operator who is the individual with primary responsibility for management and operation of the residential or contained or construction/demolition debris sanitary landfill to assure compliance with all permit conditions including direct responsibility for providing guidance to the landfill operator, or the permittee and the authority to commit financial resources allocated for proper operation; or

(d) "Interim operator" means the individual identified by the permittee as the replacement landfarming operator, landfill operator, or landfill manager in accordance with Section 12 of this administrative regulation.

Section 2. Applicability. (1) The requirements in this administrative regulation apply to all solid waste sites or facilities except as subsection (2) of this section provides otherwise. Each solid waste site or facility shall have at least one (1) operator certified in accordance with Section 3 (sanitary landfills) or Section 4 (landfarming facilities) of this administrative regulation, as appropriate to the category of solid waste site or facility.

(2) Residual landfills and facilities operating under a registered permit-by-rule or a permit-by-rule are excluded from the requirements of this administrative regulation, unless the cabinet requires operator certification as a condition of the permit. In deciding whether to require operator certification at a residual landfill, a site or facility with a registered permit-by-rule or a permit-by-rule, the cabinet shall consider:

- (a) The characteristics of the waste stream;
- (b) The characteristics of the site, including geology and hydrology; and
- (c) The experience and qualifications of the operator.

(3) It shall be the responsibility of the permittee to ensure that the solid waste site or facility complies with the requirements of this administrative regulation.

Section 3. General Provisions for Landfills. (1) Each construction/demolition debris, residential and contained landfill shall have a certified operator who is a landfill operator and a landfill manager. The requirements of this subsection may be fulfilled by:

(a) One (1) individual who has been certified in accordance with Section 6 of this administrative regulation for both categories of certified operator (provided this individual meets the qualifications in Sections 1(3) and 11 of this administrative regulation); or

(b) Two (2) individuals who have been certified in accordance with Section 6 of this administrative regulation in each category of operator such that one (1) individual is certified as a landfill operator and one (1) individual is certified as a landfill manager.

(2) As provided in Section 2 of this administrative regulation, the cabinet may require as a permit condition that a residual landfill or a site or facility with a permit-by-rule or registered permit-by-rule shall have a certified operator who is a landfill operator or a landfill manager or both. The permit condition imposed shall reference all applicable operating administrative regulations and requirements for the specific category of sanitary landfill.

(3) In the event the certified operator who is the landfill operator is not physically at the facility during operating hours, either the landfill manager or an interim operator shall be designated responsible for daily site operation and shall be physically located on site. If an interim operator assumes responsibility for daily operation of the landfill, the requirements in Section 12 of this administrative regulation shall be met.

(4) In carrying out its responsibilities, the cabinet shall examine the qualifications of applicants for certification and maintain records of certification and a register of certified operators.

(5)(a) Except as provided in Section 2 of this administrative regulation, no landfill shall continue operation in the absence of a landfill operator on site for more than ten (10) consecutive operating days without appointment of a qualified interim operator in accordance with Section 12 of this administrative regulation or written approval from the cabinet.

(b) Except as provided in Section 2 of this administrative regulation, no landfill shall continue operation in the absence of a landfill manager for a period longer than thirty (30) consecutive operating days without appointment of a qualified interim operator in accordance with Section 12 of this administrative regulation or written approval from the cabinet.

Section 4. General Provisions for Landfarming Facilities. (1) Each landfarming facility shall have a landfarming operator certified in accordance with Section 6 of this administrative regulation.

(2) No landfarming facility shall continue operation in the absence of a landfarming operator for a period longer than five (5) consecutive working days without appointment of a

qualified interim operator in accordance with Section 12 of this administrative regulation or written approval from the cabinet.

Section 5. Application for Certification. (1) An individual desiring to be certified shall file an application on a form provided by the cabinet at least thirty (30) days before beginning training for a scheduled examination.

(2) The applicant shall submit all information needed to determine eligibility of the applicant for examination and certification.

(3) The cabinet shall review applications and supporting documents, determine the eligibility of the applicant for examination and notify the applicant of the determination.

(4) No person shall be eligible for examination for certification unless that person completes the appropriate training class or classes provided by the cabinet, unless an alternative training program or certification program is accepted by the cabinet in accordance with Section 7(6) of this administrative regulation.

Section 6. Training Classes and Examinations. (1) The cabinet will provide training classes for the certified operator.

(2) Training sessions will be held at least annually at places and times set by the cabinet. The last day of each training session will be set aside for the purpose of examinations to determine the knowledge and ability of the applicant.

(3) Certification shall be conditioned on successful passage of a written examination, unless an alternative examination process is accepted by the cabinet.

(4) Separate examinations will be prepared to cover basic differences in the duties and responsibilities for the operation of each category of solid waste site or facility and each category of certified operator.

(5) Applicants who fail to pass an examination may reapply for the examination at a regularly scheduled examination or by appointment with the cabinet. The cabinet shall require the applicant to attend the training session again if the applicant fails to pass the examination in three (3) attempts.

(6) In the event an applicant fails to meet the requirements for certification, he may petition the cabinet for a one (1) time only "temporary hardship certification." The cabinet will then conduct an informal hearing at which evidence shall be presented by the applicant to support his hardship request. Each temporary hardship certification request shall be considered on a case-by-case basis under the following guidelines:

(a) Failure of the applicant to receive certification would leave a significant area of the state without adequate waste disposal service.

(b) The applicant has shown a good faith effort by attending all required training sessions and met all requirements except the applicant has failed in three (3) attempts to pass the examination.

(c) The applicant has shown, through cabinet inspections, a capability for satisfactory operation of the solid waste site or facility.

Section 7. Training Course Requirements. (1) All applicants for certification shall be required to attend a training course provided by the cabinet in accordance with KRS 224.844.

(2) The training course provided by the cabinet shall be designed to provide information as appropriate to the category of certified operator. At a minimum, the training course shall provide information which enables the certified operator to perform his duties in a knowledgeable and competent manner.

(3) Landfill managers shall be trained on:

(a) The requirements for permit application for the applicable category of sanitary landfill including ownership, zoning, chapter 109 district boards, geologic and hydrologic information and specific design details;

(b) Characteristics of the waste stream; the physical, chemical and biological reactions including the hydrogeologic interactions of a landfill; and measures that shall be employed to meet the environmental performance standards in 401 KAR 47:030 and all other regulatory requirements; and

(c) Specific duties expected to be performed by individuals who are wholly responsible for the requirements associated with the operation of the applicable category of sanitary landfill permitted by the cabinet. These actions include at a minimum, the commitment of resources, oversight of operating personnel, and verification that site operation is in accordance with all provisions of the permit including technical documents.

(4) Landfill operators shall be trained on the requirements contained in the solid waste administrative regulations as they apply to daily site operation duties. These duties include judging indicators regarding a site's ability to receive wastes; judging waste characteristics for disposal acceptability; employing site equipment to maintain waste compaction, cover, and surface water management on a daily basis; maintaining equipment; maintaining site safety; and generally assuring compliance with the administrative regulations.

(5) Landfarming operators shall be trained on the Kentucky waste management program as it applies to landfarming; wastewater treatment processes; the nature and characteristics of sludges; the physical and chemical properties of sludges; landfarming design and management; environmental considerations; and the Kentucky waste management permit process. The permit process includes requirements for application, conditions for maintaining a permit in compliance with the application and administrative regulations, and amendments to the landfarming activity and associated permit.

(6) The cabinet shall provide the training course to applicants for certification. However, the cabinet may consider alternate training courses or certification programs provided they are equivalent to the content prescribed by the cabinet's training course. It shall be the applicant's responsibility to submit such documentation as the cabinet requires for an equivalency judgment of the alternate training course. This information shall contain at a minimum the following specifics: the course name; sponsoring agency; the date, location and the beginning and ending times of the course; a summary of the course content of sufficient detail to determine relevance and quality of the course; and a copy of the certificate received.

Section 8. Issuance of Certificates. (1) Upon passage of the examination the cabinet will issue a certificate to the applicant which will indicate the category of solid waste site or facility and the category of certified operator for which the operator is certified.

(2) Certified operators shall be recertified every five (5) years.

(3) Certificates will be issued to holders of certificates of another state if the training requirements of the issuing state are deemed comparable as specified in Section 7(6) of this administrative regulation and if the operator passes the cabinet's examination.

(4) The certificates of operators who terminate their employment at a solid waste site or facility will remain valid until expiration or revocation of the certificate.

(5) Certificates shall be carried on the person of each certified operator during working hours at the facility or prominently displayed on site.

Section 9. Compliance Dates. (1) An operator who is not an appropriately certified operator and who assumes the responsibility of a certified operator shall immediately comply with the requirements in Section 12 of this administrative regulation; and

(2) Comply with the requirements in Section 6 of this administrative regulation within fifteen (15) months of assuming the responsibility.

Section 10. Revocation of Certificate. (1) The cabinet may revoke the certificate of an operator, following a cabinet hearing, when it determines that the operator has practiced fraud or deception, or that the operator has failed to perform an operator's duties including, but not limited to, failure to comply with permit conditions.

(2) The cabinet may revoke a certificate whenever the holder fails to use reasonable care and judgment in the performance of an operator's duties. No certificate shall be valid if obtained through fraud, deceit, or the submission of inaccurate data on qualifications.

(3) Individuals who have had their certificate revoked by the cabinet shall be ineligible for future recertification.

Section 11. Operator Qualifications: Education and Equivalencies. (1) All applicants shall be evaluated by the cabinet as to education, and experience as related to the appropriate category of solid waste site or facility.

(2)(a) Applicants for landfill operator shall have completed high school (by graduation or by obtaining an equivalency certificate) and shall have a minimum of one (1) year of experience at a landfill similar to the category of landfill for which certification is sought.

(b) If an applicant for landfill operator does not meet the requirements of paragraph (a) of this subsection, the cabinet may consider the number of years of experience in operating a landfill or experience in a related field (i.e., heavy equipment operator, road construction, surface mining, etc.) in determining eligibility for examination on a year-for-year basis.

(3)(a) Applicants for landfill manager shall have completed high school (by graduation or by obtaining an equivalency certificate) and shall have:

1. A minimum of two (2) years administrative experience in a related field (i.e., waste management, wastewater treatment, etc.); or

2. A minimum of two (2) years of postsecondary education; or

3. A minimum of two (2) years of a combination of experience in a related field and postsecondary education.

(b) If an applicant for landfill manager does not meet the requirements of paragraph (a) of this subsection, the cabinet may consider the qualifications of the applicant on a case-by-case basis.

(4)(a) Applicants for landfarming operator shall have completed high school (by graduation or by obtaining an equivalency certificate) and shall have a minimum of one (1) year of experience at a landfarming facility.

(b) If an applicant for landfarming operator does not meet the requirements of paragraph (a) of this subsection, the cabinet may consider the number of years of experience in operating a landfarming facility or experience in a related field (i.e., waste water treatment, water treatment, etc.) in determining eligibility for examination on a year for year basis.

Section 12. Interim Operators. (1) In accordance with the requirements in subsection (2) of this section, the permittee shall notify the cabinet in writing of the extended absence of a certified operator ten (10) days prior to an anticipated absence and immediately upon discovery

of an extended absence due to an emergency or unanticipated circumstances. The notice from the permittee shall provide the cabinet with the following information:

- (a) Name and qualifications of the individual intended to replace the certified operator; and
- (b) The length of time for which the permittee seeks to have the interim operator fulfill the obligations of the certified operator.

(2) The permittee shall notify the cabinet of the extended absence when the operator or manager shall be absent for:

- (a) More than ten (10) consecutive operating days for a landfill operator;
- (b) More than thirty (30) consecutive operating days for a landfill manager; and
- (c) More than five (5) consecutive operating days for a landfarming operator.

(3) Consecutive operating days as used in subsection (2) of this section shall be determined as any days:

- (a) When the solid waste site or facility accepts waste, operates equipment or otherwise performs the business of solid waste management; and

- (b) Which days occur in sequence regardless of whether nonoperating days such as weekends or holidays fall in between.

(4) The cabinet shall evaluate the qualifications of the designated interim operator and shall notify the permittee of the cabinet's determination in writing within thirty (30) days of receipt of the permittee's notice. The determination shall:

- (a) Approve or deny the permittee's request for designation of the interim operator;
- (b) Identify the length of time the interim operator may operate the solid waste site or facility; and
- (c) Specify conditions as appropriate to the site and the interim operator's qualifications.

Section 13. Permit Condition. As specified in Section 2 of this administrative regulation, every solid waste site or facility requiring a permit shall be operated by the operator certified pursuant to this administrative regulation. Pursuant to Sections 2 and 3 of this administrative regulation, maintaining the certified operator(s) shall be considered a permit condition, and the permit may be revoked, or penalties for permit violations sought as appropriate, upon violation of the requirements and duties established by this administrative regulation.

Section 14. Fees. (1) Fees for application for certification shall be:

- (a) \$125 for application for certification as a landfill operator;
- (b) \$125 for application for certification as a landfill manager;
- (c) \$150 for application for certification as both a landfill operator and a landfill manager when the application is made for certification for both categories at the same training session;
- (d) \$125 for application for certification as a landfarming operator; and
- (e) Fifty (50) dollars for certification by reciprocity for all categories of operator.

(2) Fees shall accompany applications and will not be returned to those who do not qualify for a certificate. (Recodified from 401 KAR 2:111, 3-1-83; Am. 10 Ky.R. 172; eff. 12-2-83; 13 Ky.R. 913; 1228; eff. 1-13-87; 16 Ky.R. 1642; 2174; eff. 5-8-90.)

Appendix D: GROUNDWATER PROTECTION PLANS

Groundwater Protection Plans

Revised January 25, 2012

Effective August 24, 1995, anyone engaged in activities that have the potential to pollute groundwater is required to develop and implement a Groundwater Protection Plan (GPP). This applies to all commercial businesses, municipal, county, and federal governments, and private citizens. Activities associated with composting operations and the land application of solid and special waste also require the development and implementation of a GPP.

A GPP identifies activities being conducted at your site that have the potential to pollute groundwater and states the protective practices (BMPs) that you will use to protect groundwater. The regulation requires the person responsible for implementing your GPP to review the entire GPP every three years. If no changes have occurred in activities or BMPs, the GPP may be recertified by signing and dating another Certification Statement. If changes have occurred the plan must be revised to address the modifications. The revised GPP must also have a newly signed Certification Statement. Be sure to keep your GPP updated as a DEP inspector can issue a Notice of Violation (NOV) if you are implementing an out-of-date GPP.

GPPs do not have to be approved to be implemented. In fact, GPPs are not required to be submitted for review and approval unless (1) they are called in by a Department for Environmental Protection (DEP) inspector, (2) they are called in by the Groundwater Section staff or GPP Program, or (3) they are required as part of an Agreed Order (Enforcement). GPPs can be voluntarily submitted to the Groundwater Section for review. Anyone from the public or DEP may ask to review your GPP. However, official approval of the GPP can be issued only by the Groundwater Section's GPP Program.

The GPP Program is operated out of the Groundwater Section of the Watershed Management Branch of the Kentucky Division of Water, 4th Floor, 200 Fair Oaks Lane, Frankfort KY 40601. The program coordinator may be contacted at (502) 564-3410.

Kentucky Administrative Regulation 401 KAR 5:037, The Groundwater Protection Plan Regulation, was promulgated in August 1994 as required by Kentucky Revised Statute 224. The guidance for developing a GPP for land application of solid and special waste or the mini-guidance for composting operations are included in this manual. They also may be downloaded, along with the regulation, from the program web site at <http://water.ky.gov>. Click on Programs and the following links: Groundwater, Groundwater Protection, and Groundwater Protection Plans.

GROUNDWATER PROTECTION PLANS

ACTIVITIES SUBJECT TO 401 KAR 5:037 THAT COMMONLY OCCUR AT COMPOSTING FACILITIES

January 25, 2012

- Aboveground Storage Tanks (AST's)
- Water well
- Septic system
- Storage and Disposal of Vehicle Fluids
- Loading and Unloading of Compostable Materials
- Land treatment of waste

This listing is by no means complete, and some of the above activities may not apply to your site. Be sure to read Section 2 of the regulation thoroughly to assure that all regulated activities that occur at your facility are included in your Groundwater Protection Plan (GPP).

The GPP must include information about the capacity and contents of your AST's. Secondary containment for AST's includes use of double walled tanks, and structures to contain a spill. If the AST contains fuel for refueling heavy equipment or other vehicles, describe the surface over which the refueling occurs. Any spills associated with fueling equipment or vehicles must be cleaned up immediately if they occur over ground surface or may run off to the ground. A spill clean up kit should be available near the fuel tank and employees trained to avoid over-filling their vehicles.

If a water well or septic system is in use, the protective practices provided in the cabinet-written generic GPP for Domestic Water Wells or for Residential Septic Systems may be adapted to your facility GPP. Instructions may be downloaded from the GPP web site.

If maintenance on heavy equipment or light vehicles is conducted on site, the GPP must contain information on storage locations for:

1. 55-gallon or larger containers of new oil, coolants, hydraulic fluid or transmission fluid.
2. Any size containers of waste oil, used coolant, used hydraulic fluid and transmission fluid.

Provide a specific explanation regarding how these pollutants are disposed (i.e., recycler picks up, burn for heat).

If maintenance is conducted in a building, check for floor drains. If present, determine where they go. If you can't determine where the floor drain goes, or if the floor drain in this area discharges to a septic tank, plug the drain **immediately**! Only sanitary wastewater may drain into the septic tank.

If any spills occur over the ground surface while loading or unloading compostable materials, they should be cleaned up as soon as possible.

The Groundwater Section of the Watershed Management Branch strongly recommends that all composting be conducted on an impermeable surface such as a concrete pad that directs

any run off to a containment structure. Under no circumstances should any run off or compost material be allowed to flow into a sinkhole or nearby water body.

The GPP must include the certification numbers of all certified operators, and a signed statement that the site is operated in compliance with the environmental performance standards in 401 KAR 47:030 and 401 KAR 30:031.

The Groundwater Protection Plan regulation, guidance document, generic GPPs, and other information may be downloaded at the GPP Web site: <http://water.ky.gov>, then Programs, Groundwater, Groundwater Protection, Groundwater Protection Plans. The Program Coordinator may be contacted at (502) 564-3410 for paper copies or for assistance with developing your GPP.

PREPARING A GROUNDWATER PROTECTION PLAN FOR LAND APPLICATION OF SOLID OR SPECIAL WASTE

Revised January 25, 2012

The Groundwater Protection Regulation, 401 KAR 5:037, requires anyone who conducts an activity having the potential to pollute groundwater to develop a Groundwater Protection Plan (GPP). A Groundwater Protection Plan identifies the activities being conducted at your site that have the potential to pollute groundwater and states the practices you will use that will prevent groundwater pollution. Section 2 of the regulation identifies the activities that require a GPP. Land application of sewage sludge is one of the activities identified under Section 2.

(1)(e) “Land treatment or land disposal of a pollutant,” and

(1)(f) “Storing, treating, disposing, or related handling of hazardous waste, solid waste, or special waste in landfills, incinerators, surface impoundments, tanks, drums, or other containers, or in piles.”

Your GPP must include **all** the activities occurring at your sites that are subject to 401 KAR 5:037. Read Section 2 thoroughly to determine if there are any regulated activities other than the two above. If so, include them in the GPP. The regulation may be downloaded at <http://water.ky.gov/>. Click on Programs, Groundwater, Groundwater Protection, Groundwater Protection Plans.

USING THE GUIDANCE

Follow the Guidance Format.

Follow the format provided in this guidance to develop your GPP. Using this format will assure that most, if not all, of the information necessary for adequate review is included. It also organizes the information so that anyone from the general public can follow your plan without needing additional explanation.

Use all Headings and Subheadings as stated in the Guidance.

Do not make up your own headings or subheadings. Use the headings and subheadings in the order provided in the guidance. Do not leave out headings.

Provide all Information requested in the Guidance, where applicable.

Be sure that you have provided the information requested. The review process is delayed when necessary information has been left out.

Contact the GPP Program if you need assistance or have any questions.

Call the Program Coordinator at (502) 564-3410.

WHEN YOU HAVE COMPLETED THE GPP

When you have completed your plan, review the draft to be sure that the GPP has addressed **all** the activities occurring at your site that are covered by the Groundwater Protection Regulation and that you have provided **all** the information, where applicable, for each section.

Implement your GPP!

To be in compliance with 401 KAR 5:037 the GPP must be implemented **immediately** following development. This applies to **all** GPPs, even if your GPP is in review by the Groundwater Section. Implementation is not dependent upon approval of the plan. If your GPP is in review, continue to implement the practices in the submitted GPP. If changes are required, then the new practices should be implemented.

Submitting the GPP

Submittal of a GPP for review by the Groundwater Section, Watershed Management Branch, is optional unless:

1. required as part of an Agreed Order.
2. stated by a DEP inspector as a requirement in a Notice of Violation
3. requested by letter by the Groundwater Section.

To submit a GPP for review, send one (1) copy of the GPP to Patricia Keefe, Watershed Management Branch, Kentucky Division of Water, 200 Fair Oaks Lane, Frankfort, Kentucky, 40601. You will receive a letter stating that the Watershed Management Branch has received your plan.

Your initial GPP submittal and any further drafts **will not** be returned. Be sure you keep a copy of each draft so that required changes can be made. The approved draft will be retained in the Division of Water (DOW) files. You will receive a letter stating the GPP has been approved.

It is not necessary to include the Groundwater Protection Regulation or this guidance document with the GPP when submitting it to the Groundwater Section for review.

FORMAT FOR GPP

SECTION A. GENERAL INFORMATION

1. Name (if there is one) and Address of Land Application Facility

--Name of street, or route number (NOT mailing address).

--Latitude and longitude location of land application facility entrance. If you need to obtain latitude and longitude of your site, go to <http://www.batchgeocode.com/lookup>. Insert your address as directed.
--Name of County.

2. Person Developing GPP

--Name
--Address (business address, not home address unless business operates out of the home)
--Telephone Number (business phone, not home phone unless business operates out of the home).

3. Person Responsible for Implementing GPP

--Name
--Address (business address, not home address unless business operates out of the home).
-Telephone number

4. Location of Land Application Sites on Topographic Map

--Draw boundaries of sites on 8 ½ x 11 copy of the U.S. Geological Survey topographic quadrangle map. Only a United States Geological Survey topographic map will be accepted. Copy the 8 ½ x 11-inch section of the map that contains the location of the land application sites. Do **not** enlarge or reduce the size of the map. If that section does not have the name of the topographic quadrangle, please write it on the map.

SECTION B. ACTIVITIES THAT HAVE THE POTENTIAL TO POLLUTE GROUNDWATER

List all the activities performed in the storage of solid or special waste and the land application process that may possibly pollute groundwater. Some examples of the activities are:

- Storing waste in tank or lagoon prior to land incorporation.
- Unloading wastes from truck to storage tank or lagoon.
- Applying waste onto land surface or incorporating into soil.

List any other activities that require a GPP that are conducted at the site that are not part of the land application process.

SECTION C. PRACTICES SELECTED TO PROTECT GROUNDWATER

1. Provide protective practices for tanks or lagoon storing waste. What is done to prevent and detect leaks?
2. Provide protective practices for cleaning up spills that may occur during the unloading of wastes from truck to storage tank.
3. Provide name(s) of Certified Landfarming Operator(s).
4. Provide certification number of operator(s).
5. This activity is regulated by permit from the Kentucky Division of Waste Management. Provide permit number(s).
6. The Groundwater Section recognizes that requirements of 401 KAR 45:100, Section 6 is protective of groundwater. Therefore, the practices required by this regulation may be incorporated by reference.

Type the statement below as it is written.

All certified operators must sign the statement.

I (typed name) certify that the operation of this landfarm is in compliance with 401 KAR 45:100, Section 6.

Signature(s)

Date

SECTION D. IMPLEMENTATION SCHEDULE

The GPP must be implemented immediately. Implementation **does not** depend upon approval of the GPP.

If you are already using the protective practices, just state so. If not, state the date by which you plan to use them.

If you must order protective equipment or build secondary containment structures, and the cost is not part of your business's budget, the Groundwater Section will work with you on an acceptable time frame for completing the project. List what is to be done and give an estimated date when the project will be completed.

SECTION E. EMPLOYEE TRAINING

If you have employees working for you at the disposal site, they must be trained to follow the management practices listed in 401 KAR 45:100, Section 6, and any other protective practices in the GPP to prevent surface water and groundwater pollution.

Briefly describe how you train the employees, when they receive the training, and how often they receive refresher training. Be specific. For example, state initially on hire and twice a year or once a year after that. Stating “when needed” or “frequently” is not acceptable.

SECTION F. INSPECTION SCHEDULE

The purpose of inspections is to insure that all the management practices are being followed and are working to prevent groundwater pollution.

The application site must be inspected to determine that the management practices are working. Inspection records must be kept to show that you are implementing your Groundwater Protection Plan (GPP). The records should be in the form of a checklist.

The checklist must include:

- the management practice.
- observations.
- is the management practice working? (yes, no)
- actions taken (If management practice was not working, note was done to correct the problem.).
- date, and
- place for person doing the inspection to sign his/her name.

You must also state how often inspections will take place. Again, be specific. State an exact time interval. Saying “when needed” or “frequently” is not acceptable.

SECTION G. CERTIFICATION STATEMENT

The person who can make the managerial and/or financial decisions required to implement your plan should be the one signing the certification statement.

Use the following statement just as it is:

I (typed name) certify that this Groundwater Protection Plan complies with the requirements of 401 KAR 5:037. I have read the plan and will implement its provisions.

Signature (hand signed)

Date

SECTION H. REVIEW LOCATION FOR GROUNDWATER PROTECTION PLAN

Section 4(7) of 401 KAR 5:037 provides for public inspection of Groundwater Protection Plans.

GPPs must be retained and implemented at the site for which they are developed. However, landfarms as a rule are not occupied 8 hours every day. The Groundwater Section recommends that you keep a copy of the GPP in the vehicle you use to access the landfarm. However, you must provide a place where the public may review your plan.

Even though approved GPPs are retained in the DOW files, you are not required to use the DOW in Frankfort as your site for public review. In fact, the Groundwater Section recommends that you use your office or place of business. This eliminates the requirement to send a recertified GPP every three years to the Ground-water Section. This does not mean, however, that you need not update your GPP.

The regulation requires you to review your entire GPP every three years. If no changes have occurred in responsible personnel, activities, or protective practices (BMPs), you may recertify your plan by signing and dating another certification statement under Section G. You must revise your plan at the time any changes occur, even if it has been less than three years since the last review. Contact Pat Keefe when your GPP has been recertified or revised. If you must submit a revised plan, send it to Program Coordinator, Groundwater Protection Plan Program, Watershed Management Branch, Kentucky Division of Water, 4th Floor, 200 Fair Oaks Lane, Frankfort KY 40601.

If you have any questions about these matters, contact the Program Coordinator at (502) 564-3410.

